

# ***Haverhill Public Schools***



***School Committee Agenda  
April 14, 2016***

## Haverhill Public Schools - School Committee Agenda



**DATE:** Thursday, April 14, 2016  
**TIME:** 7:00 P.M.  
**LOCATION:** Theodore A. Pelosi, Jr. City Council Chambers, City Hall, Room 202

*This meeting is being recorded. The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

1. Call to Order – Roll Call – Pledge of Allegiance.
2. Public Participation.
3. Communication and Reports.
  - A. Student Advisory Council Report – Madeline Coady.
  - B. Superintendent Comments/Reports.
    - Introduction of Ms. Liz Kilday, Art Teacher regarding Upcoming Art Show.
    - Silver Hill Horace Mann Charter School Quarterly Report - Mr. Gene Zylkuski, Chairperson of the Board of Trustees.
    - Overview of FY17 Budget – Mr. Scully and Mr. O'Connell.
  - C. School Committee Communications.
    - Approval of Memorandum of Agreement between the Haverhill School Committee and the Haverhill Education Association (Education Support Personnel Unit) **if ratified by the HEA ESP Unit.**
    - Budget Process – Ms. Sullivan.
  - D. Subcommittee Reports.
4. New Business.
  - A. The Superintendent recommends approval of Warrant Number EV20160415 totaling \$145,053.99; Warrant Number EV20160415B totaling \$599,505.35; Warrant Number EV20160415C totaling \$376,671.53; Warrant Number JE20160415 totaling \$2,676.76; Warrant Number JE20160415A \$6,826.19 as indicated in the agenda material.
  - B. The Superintendent recommends approval of Warrant Number EV20160415A totaling \$289.54 as indicated in the agenda material.
5. Items by Consensus.
  - A. The Superintendent recommends approval of the minutes of the Regular Meeting of March 24, 2016 as indicated in the agenda material.
  - B. The Superintendent recommends approval of the conference day request(s) as indicated in the agenda material.
  - C. The Superintendent recommends approval of the field trip request(s) as indicated in the agenda material.
  - D. The Superintendent recommends approval of the use of facilities as indicated in the agenda material.
6. Executive Session/Adjournment.

*List of Documents included as part of packet: Message from Liz Kilday; SHHMCS Quarterly Report; Warrants; Minutes; Conference Request(s); Field Trip Request(s); Use of Facilities*

From: **Cassano, Beverly** <[bcassano@haverhill-ps.org](mailto:bcassano@haverhill-ps.org)>  
Subject: Liz Kilday - Art Teacher  
Date: April 12, 2016 at 10:17 AM  
To:



***SC 04.14.16 3 B***

From: "Ray, Debra" <[dray@haverhill-ps.org](mailto:dray@haverhill-ps.org)>  
Subject: Liz Kilday - art teacher  
Date: April 8, 2016 at 9:18:54 AM EDT  
To: "Cassano, Beverly" <[bcassano@haverhill-ps.org](mailto:bcassano@haverhill-ps.org)>

9:15 - Friday, April

She would like to be put on the agenda for the next school comm. mtg. for the upcoming art show.

Please call her when you have a minute.

Debbie Ray

Front Desk/Central Office  
Haverhill Public Schools  
4 Summer St. Room 104  
Haverhill, MA 01830  
978-374-3400  
978-374-3422 fax



# Silver Hill Horace Mann Charter School

Quarterly Update

April 2016

**SC 04.14.16 – 3 B**



# School Details

- Current Enrollment
  - 580 State Authorized Cap
  - 589 Current enrollment
  - 9 students in substantially separate programs (authorized by DESE and School Committee)
- Waitlist
  - 113 students -- 2.5% decrease over 2015

	Number of Students	Percentage of Student Body
African American	14	2.4%
Asian	11	1.9%
Hispanic	95	16.4%
Native American	1	0.2%
White	455	78.4%
Native Hawaiian, Pacific Islander	1	0.2%
Multi-race, non-Hispanic	3	16%
Special education	90	16%
Limited English proficient	25	4%
Economically Disadvantaged	230	39.7%









# Important Happenings

- Successful completion of 8 Year Full Site Visit with 4 findings
  - Full implementation of the approved recruitment plan was not completed due to shift in neighborhood recruiting
  - Inadequate staffing model in place for students needing substantially separate programs
  - Staffing constraints are limiting Special Education staff from their full professional development
  - Shortfall in equitable funding by approximately \$650,000 in comparison to HPS district funding
- Listed as Level 1 school but ONLY due to state's "hold no harm"
  - Would be Level 2 due to decline in our Special Education scores not meeting the growth requirements
- > 85% parent-teacher conference attendance

# Memorandum of Understanding

- **What is it?**
  - Legal document developed so that the charter school, the school committee, and the collective bargaining unit understand and agree to the relevant portions of the charter application.
  - It provides the procedural guidelines for
    - Communication between school and district
    - Budgetary procedures such as who pays for what, timelines for budget submissions, school allocations, and grant moneys
  - Required for ALL Horace Mann Charter schools
- **Last updated – January 2014**
- **Next scheduled review – January 2019**
- **Renews year-to-year**



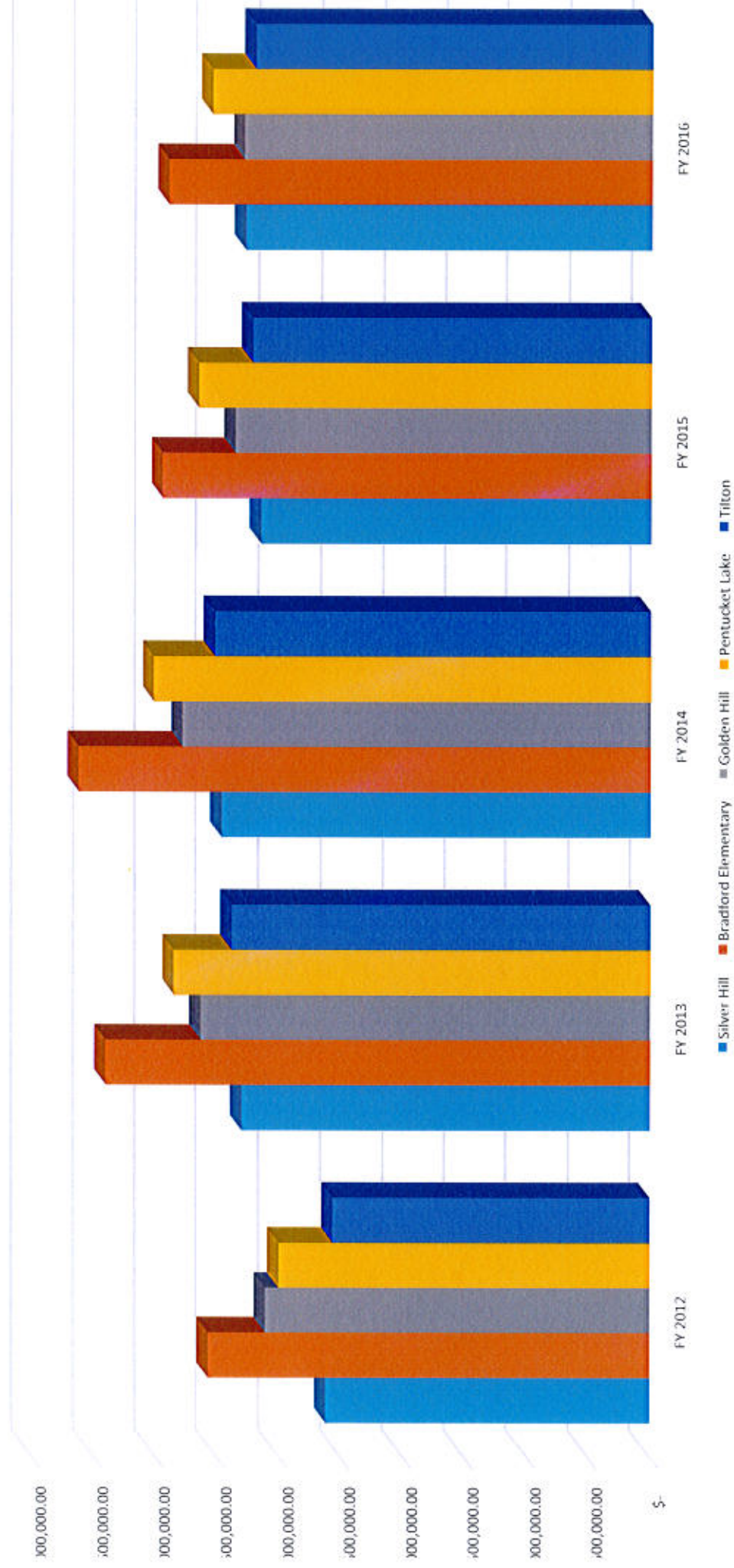
# Current Memorandum of Understanding

- **Whereas**, the Board of Trustees of the School shall determine the school's curriculum and develop the school's annual budget, which budget must be submitted for action by the School Committee in conjunction with its actions on the Haverhill School District's overall budget
- **Whereas**, in accordance with the provisions M.G.L. Chapter 71, Section 89, which provides that each Horace Mann charter school shall receive in response to the budget request not less than it would have under the district's budgetary allocation rules, with the Board of Trustees having the ability to appeal any disproportional budgetary allocation to the Commissioner of the Department of Elementary and Secondary Education
- **Specific Budget Provisions**
  - 3.5 - The District will maintain funding proportionate to the funding for other schools in the District for the School from one year to the next.
  - 3.6 - The District will provide the School with the budgetary basis used to determine the funding level for other schools in the District.
  - 3.7 - The School's budget shall not be reduced because of the School's receipt of additional funds from sources independent of the District or because of savings resulting from the School's utilization of cost-saving measures.

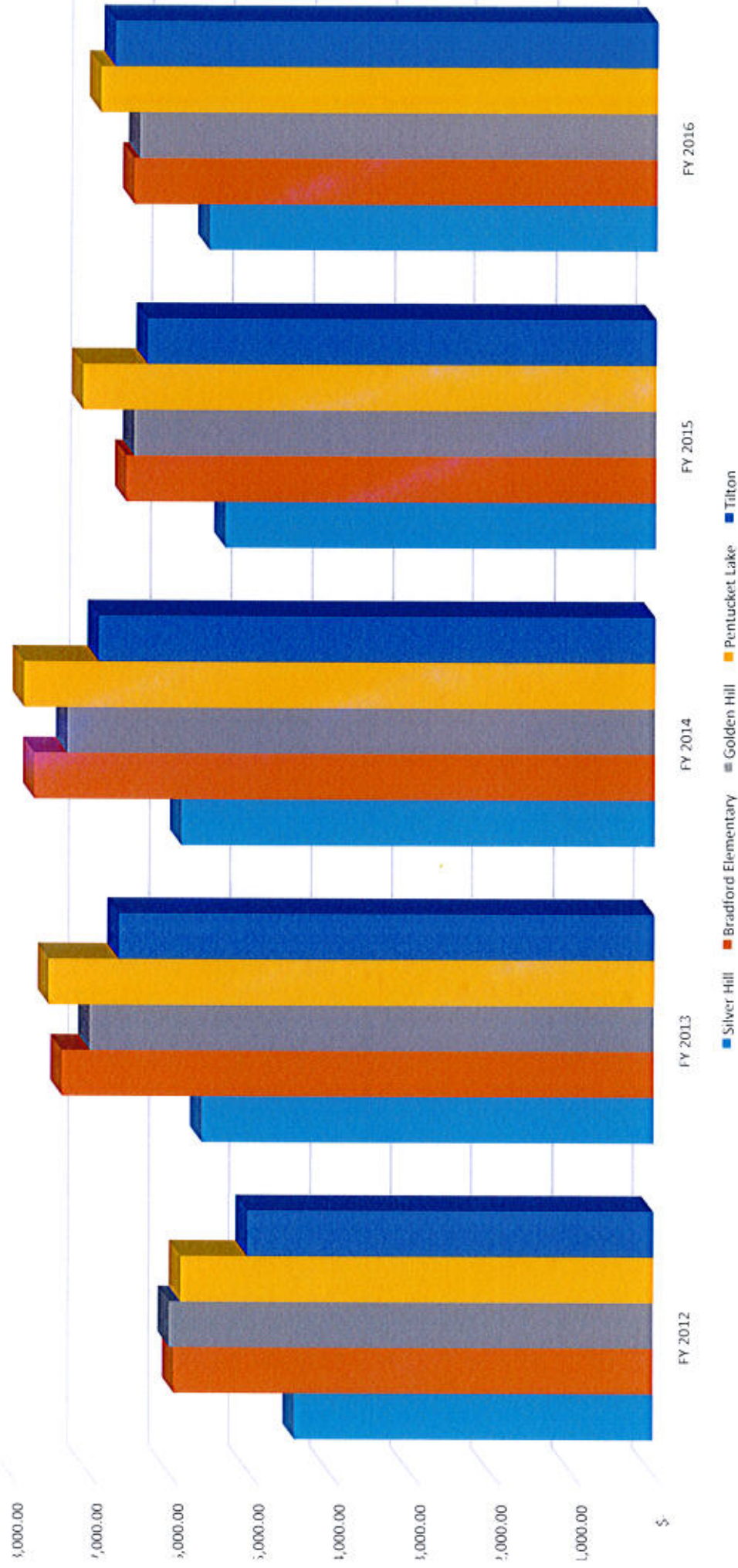
# Per Pupil Spending (a.k.a. Level funding)

- State Reports
  - Haverhill District - \$12,294.61/pupil
  - Silver Hill Horace Mann - \$7,073/pupil
  - This is incorrect due to fact that they measure full district expenditures
- More accurate comparison is
  - Compare line item budgets for other similarly sized Haverhill elementary schools
  - Divide by school enrollment

Year Over Year Budget Comparison



Year Over Year Per Pupil Spending Comparison



# Budget Discussion

- Per Student Shortfall
  - ~ \$1500 in 2013, ~ \$1300 in 2014, ~ \$ 1150 in 2015
  - ~ \$1080 in 2015
- 2013 discussion between Mr. Zylkusi & Mr. Scully
  - Recognition of shortfall
  - Commitment to close the gap
- FY 2017 expectation is to add critical staff positions to help alleviate Special Education strain
- Working with Superintendent Scully, Mr. Fulgoni, Mr. O'Connell, and Mr. Riley throughout the budget cycle





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# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total	EX20160415
Travel 1/4 - 3/9/16	Albert Curtis	\$34.50	
Travel 1/7 - 3/10/16	Albert Curtis	\$171.70	
Travel 3/3/2016	Alexis A Sciuto	\$8.51	
4378270207	Apple Computer Inc	\$479.00	
4378116077	Apple Computer Inc	\$65.95	
4378073410	Apple Computer Inc	\$49.00	
4378073409	Apple Computer Inc	\$61.85	
4378073408	Apple Computer Inc	\$49.00	
4377435942	Apple Computer Inc	\$129.00	
4377572596	Apple Computer Inc	\$5,000.00	
314	Ariel Nelson	\$1,400.00	
0012333840	ASCD	\$289.00	
87240470758X031 62016	AT&T Mobility	\$264.22	
13256	Axiom Partners Inc	\$2,530.00	
reimburse 3/1/16	Bonnie L Antkowiak	\$487.20	
reimburse 3/1/16	Brian Nagel	\$391.20	
CJN9201	CDW Government Inc	\$201.90	
28310937	CIT Technology Financial Services	\$17,760.84	
Hunking School	City Sealcoating	\$500.00	
77047244	Coca-Cola Bottling Co of Northn New Eng	\$208.60	
3761108265 Mar FY16	Comcast	\$87.69	
2772852	ConEdison Solutions	\$822.66	
2772851	ConEdison Solutions	\$1,337.96	
Travel 2/1- 2/11/16	Courtney Clark	\$6.61	
Travel 3/1 - 3/9/16	Courtney Clark	\$10.09	

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
802979	D&P Swimming Pool Construction Inc	\$284.05
Coach 9 Events	Darryl Ruffen	\$324.00
RT88948	Demers Plate Glass Company	\$63.33
Feb/Mar 2016 4332058	Demoulas Supermarkets Inc	\$1,897.74
reimburse 3/3/16	Denise Johnson	\$109.99
15421	Dovestones Software	\$999.00
refund over payemnt	East Kingston School District	\$850.00
000042676	Educational Based Services Healthcare	\$2,112.50
I021096	Evergreen Center Inc	\$13,034.92
Bsktbl Off MS 26	Frederick Lumb	\$864.00
50127264	FW Webb Company	\$10.55
19313	Grace Limousine	\$6,925.00
1288515	Grimes Oil Company Inc	\$1,710.11
1286327	Grimes Oil Company Inc	\$1,282.37
1284376	Grimes Oil Company Inc	\$1,426.21
M38	Haverhill Schools Food Service	\$55.92
6533065	Heinemann	\$4,347.00
Coach 12 Events	Jack McMurray	\$432.00
Bskt Assg Off MS 27	James Menter	\$718.00
reimburse 3/1/16	James Roche	\$457.20
Travel Holy Cross	Julie Kukenberger	\$89.46
12450816HAV	Justice Resource Institute	\$3,428.32
reimburse 3/14/16	Katherine Vozeolas	\$160.00
reimburse 3/1/16	Kelley Shea	\$537.20

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
reimburse 2/28/16	Kerri L Alves	\$19.13
Travel March FY16	Krysten Howell	\$57.16
43652	Lakeside Motors	\$338.46
43620	Lakeside Motors	\$149.95
43589	Lakeside Motors	\$544.81
43595	Lakeside Motors	\$28.70
43587	Lakeside Motors	\$130.72
43588	Lakeside Motors	\$132.45
43578	Lakeside Motors	\$529.20
43562	Lakeside Motors	\$119.79
43563	Lakeside Motors	\$60.00
43554	Lakeside Motors	\$97.50
43534	Lakeside Motors	\$180.64
43521	Lakeside Motors	\$351.75
43517	Lakeside Motors	\$117.50
43516	Lakeside Motors	\$41.25
43423	Lakeside Motors	\$1,782.15
reimburse 1/29-30	Laura Mayer	\$393.67
21007	LobbyGuard Solutions, LLC	\$140.00
Revised 3/11/16	London Livery	\$2,340.00
11-15	Lowell High Athletics	\$1,868.40
0043	Lucos Transportation LLC	\$972.00
Coach 16 Events	Maricruz Lora	\$576.00
Coach 2Events	Mark Collins	\$72.00
546240	Melanson Heath & Company PC	\$2,000.00
Coach 4 Events	Michael Collier	\$144.00

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
Bsktball Off MS 20	Michael Eyssi	\$216.00
reimburse 3/1/16	Michael Jarvis	\$457.20
99001966 I	Moore Medical Corporation	\$172.01
16-00329	Nally Associates Inc	\$251.32
2467583-2	National Council of Teachers of	\$532.00
27060-16008 Mar FY16	National Grid - Electric	\$762.34
39522-39005 Feb FY16	National Grid - Electric	\$673.36
40024-19780 Feb FY16	National Grid/Gas	\$4,052.09
40028-22090 Feb FY16	National Grid/Gas	\$3,335.32
40128-13300 Feb FY16	National Grid/Gas	\$1,817.73
40128-13330 Feb FY16	National Grid/Gas	\$3,849.85
40024-19050 Feb FY16	National Grid/Gas	\$3,504.26
SO0394133	New England Coffee	\$114.18
5885	Newton Glass & Garage Door	\$1,450.00
Hourly 3/7-3/11/16	Nicole Williams	\$292.95
Mileage 3/7-3/11/16	Nicole Williams	\$320.85
Haverhill FY16	North Andover High School	\$300.00
April Softball	North Reading High School	\$120.00
2056-04 Feb 22 2016	Northeast Clinical Seivices, Inc.	\$420.00
S024832478.002	Northeast Electric Distributors	\$188.92
S024807378.002	Northeast Electric Distributors	\$571.22
9987	Opportunity Works, Inc.	\$2,568.02



# City of Haverhill Massachusetts

Fiscal Year: 2016-2016

## LEA Warrant

Invoice	Vendor	Total
2/1 thru 2/29/2016	Patricia A Bombard	\$23.98
Coach 4 Events	Patrick McAndrews	\$144.00
Coach 4 Events	Paul LaFond	\$144.00
2445817-MR16	Pitney Bowes	\$134.44
772624	Por-Shun Inc	\$58.97
Coach 8 Events	QUINN, JAMES	\$288.00
I-2385	Quinns Locksmith Service	\$342.00
reimurse 3/13-14	Rae Anne Hallahan	\$256.49
178136	Russos	\$26.36
reimburse 3/10/16	Sabrina Parisi	\$228.80
11	Sallie Pettengill	\$180.00
IN-19604	Scenario Learning LLC	\$500.00
Coach 12 Events	Scott Schulz	\$432.00
H 08678	Shoe City Hardware	\$85.16
TK054-8404 2/29/16	Shriver Nursing Services	\$2,006.60
182,275	St Anns Home	\$3,842.72
182.302	St Anns Home	\$3,842.72
182,262	St Anns Home	\$3,842.72
182,181	St Anns Home	\$3,790.08
361336233	Supply Works	\$256.60
361204613	Supply Works	\$44.38
361073661	Supply Works	\$32.16
IN454055	Therapro Inc	\$97.80
Coach 12 Events	Timothy McGonagle	\$432.00
Travel March FY16	Timothy Rooney	\$57.16
1490793	Toshiba Business Solutions	\$155.00

# City of Haverhill Massachusetts

Fiscal Year: 2016-2016

## LEA Warrant

Invoice	Vendor	Total
1489855	Toshiba Business Solutions	\$192.00
IR047722	Triumph Learning	\$761.59
IN3186 A	U-Save Sports Inc	\$1,488.70
IN3187	U-Save Sports Inc	\$2,038.50
IN3185	U-Save Sports Inc	\$929.25
IN3186	U-Save Sports Inc	\$398.95
360019 2/9/16	VNA Care Network	\$200.00
I33058660	WB Mason Co Inc	\$96.25
CR2966469	WB Mason Co Inc	(\$96.25)
CR2963113	WB Mason Co Inc	(\$58.22)
CR2963117	WB Mason Co Inc	(\$129.60)
I32982415	WB Mason Co Inc	\$675.45
I32916954	WB Mason Co Inc	\$84.43
I32916556	WB Mason Co Inc	\$953.20
I32916301	WB Mason Co Inc	\$620.75
I32889074	WB Mason Co Inc	\$336.96
I32472538	WB Mason Co Inc	\$248.30
I32020117	WB Mason Co Inc	\$10.79
I31980616	WB Mason Co Inc	\$131.58
I31979976	WB Mason Co Inc	\$213.96
I31870361	WB Mason Co Inc	\$1.55
I31825356	WB Mason Co Inc	\$179.51
C52337	Whalley Computer Associates	\$930.00
<b>Grand Total:</b>		<b>\$145,053.99</b>

End of Report



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# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total	EV20150415B
SI-260434	AlphaCard	\$8,231.50	
4379504930	Apple Computer Inc	\$8,543.45	
4379543978	Apple Computer Inc	\$61.85	
4379235607	Apple Computer Inc	\$949.05	
4378855619	Apple Computer Inc	\$40,350.00	
4377810157	Apple Computer Inc	\$1,000.00	
316	Ariel Nelson	\$1,650.00	
Travel	Barbara O'Neil	\$65.56	
52364	Beverly School for the Deaf	\$7,848.06	
52381	Beverly School for the Deaf	\$9,272.56	
52425	Beverly School for the Deaf	\$9,272.56	
5804698	Blick Art Materials	\$90.09	
1998 Ford E250	Bradford Towing Co	\$75.00	
Cell Feb FY16	Brian W Nagel	\$50.74	
1602031	Carroll Center For The Blind	\$2,413.50	
CLQ7012	CDW Government Inc	\$1,946.90	
8774	Chambers Advisory Group	\$1,161.51	
8598	Chambers Advisory Group	\$9,021.86	
8541	Chambers Advisory Group	\$1,561.09	
2/1 thru 2/29/2016	Chrisi Brown	\$31.86	
1516-001	CJs Transportation Inc	\$720.00	
16-0006959	Collaborative for Regional Ed Services	\$2,856.00	
16-0006918	Collaborative for Regional Ed Services	\$2,856.00	
16-0006336	Collaborative for Regional Ed Services	\$10,189.00	
16-0006440	Collaborative for Regional Ed Services	\$4,692.00	



# City of Haverhill Massachusetts

Fiscal Year: 2016-2016

## LEA Warrant

Invoice	Vendor	Total
16-0006439	Collaborative for Regional Ed Services	\$4,692.00
16-0006399	Collaborative for Regional Ed Services	\$4,692.00
16-0006368	Collaborative for Regional Ed Services	\$10,231.00
16-0006369	Collaborative for Regional Ed Services	\$6,601.00
WorkShop Mar11,12,13	Colleen Beckett	\$329.00
3460207381 FY16	Comcast	\$502.00
3760013797 FY16	Comcast	\$24.24
0316	CommuniK-9, Inc.	\$1,024.00
2777975	ConEdison Solutions	\$1.36
2777972	ConEdison Solutions	\$1.13
2777044	ConEdison Solutions	\$4,354.71
Cell Feb FY16	Cory Cooper	\$50.74
2/1 thru 2/29/2016	Debora W Ware	\$32.49
350692	Delta-T Group	\$1,137.50
350567	Delta-T Group	\$1,137.50
7/25-11/15/15	Elizabeth Beltran	\$988.72
12/11 thru 3/13/16	Elizabeth Beltran	\$526.40
314393	Embree Elevator	\$900.00
313476	Embree Elevator	\$415.00
Haverhill Conference	Essex District Attorneys Office	\$160.00
032016CP	Futures Clinic	\$10,271.60
Cell 9-10-11-12-FY16	Gene Fontaine	\$202.96
15543	Gifford School	\$7,222.82
15512	Gifford School	\$7,222.82

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
19550	Grace Limousine	\$4,935.00
19418	Grace Limousine	\$5,735.00
1293872	Grimes Oil Company Inc	\$588.99
1292517	Grimes Oil Company Inc	\$1,969.66
1290240	Grimes Oil Company Inc	\$1,239.34
EL 3/14 thru 3/18/16	Hollie Littlefield	\$100.00
JL 3/14 thru 3/18/16	Hollie Littlefield	\$100.00
IVC0004920	James F Farr Academy Inc	\$9,078.30
13943	Joseph's Transportation	\$230.00
reimburse staples	Karen Ehresman	\$62.79
12/12 thru 2/29/16	Kimberlee Simpson	\$83.95
Sept 1-4, 8 2016	Lahey Health Behavioral Services	\$250.00
044002	Lahey Health Behavioral Services	\$300.00
5135900216	Lakeshore Learning Materials	\$354.04
43843	Lakeside Motors	\$507.95
43842	Lakeside Motors	\$577.63
43846	Lakeside Motors	\$35.00
43845	Lakeside Motors	\$482.70
43844	Lakeside Motors	\$436.00
43755	Lakeside Motors	\$1,202.31
43818	Lakeside Motors	\$35.00
43771	Lakeside Motors	\$338.70
43773	Lakeside Motors	\$85.00
43748	Lakeside Motors	\$157.38
43728	Lakeside Motors	\$514.44

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
43731	Lakeside Motors	\$46.25
43700	Lakeside Motors	\$598.09
43606	Lakeside Motors	\$170.00
Feb9 thru Mar 3/16	Laurie Lyons	\$300.00
February 2016	LBK Transportation Co Inc	\$780.00
0316057-E	Lighthouse School Inc	\$7,757.00
0316057-D	Lighthouse School Inc	\$7,757.00
0316057-C	Lighthouse School Inc	\$7,757.00
0316057-B	Lighthouse School Inc	\$7,757.00
0316057-A	Lighthouse School Inc	\$7,757.00
0316057	Lighthouse School Inc	\$7,757.00
0045	Lucos Transportation LLC	\$790.00
0044	Lucos Transportation LLC	\$1,308.00
10642	Lyons & Rogers LLC	\$2,241.71
IN0552881	MacGill School Nurse Supplies	\$168.00
Nov 9,16,18 -12/1,22	Martin Finnegan	\$1,500.00
Meeting 2/11/2016	Martin Finnegan	\$1,000.00
22016	MASSTRAN Corp	\$302.50
603437	May Institute	\$8,780.94
544646	Melanson Heath & Company PC	\$2,500.00
0018486-IN	Melmark Inc	\$480.00
0018509-IN	Melmark Inc	\$252.00
0018332-IN	Melmark Inc	\$25,536.25
0018331-IN	Melmark Inc	\$20,999.71
0018410-IN	Melmark Inc	\$800.00

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
0018330-IN	Melmark Inc	\$10,450.28
0018329-IN	Melmark Inc	\$10,450.28
Science experimant	Michelle Joubert	\$90.00
21243	Milestones Inc	\$9,545.46
79730	Minuteman Press of Newburyport	\$85.80
79705	Minuteman Press of Newburyport	\$425.88
15177-66005 Mar FY16	National Grid - Electric	\$8.31
27615-46009 Mar FY16	National Grid - Electric	\$8.46
27627-01004 Mar FY16	National Grid - Electric	\$2,402.94
40042-24912 Mar FY16	National Grid/Gas	\$3,937.04
40138-19400 Mar FY16	National Grid/Gas	\$522.11
40028-10060 Mar FY16	National Grid/Gas	\$45.34
40036-20950 Mar FY16	National Grid/Gas	\$565.89
40028-10070 Mar FY16	National Grid/Gas	\$2,203.80
40024-19750 Feb FY16	National Grid/Gas	\$2,909.73
10637206	NCS Pearson	\$390.08
10629687	NCS Pearson	\$1,862.08
20160318	Nereida Rosario	\$2,230.00
20160311	Nereida Rosario	\$2,630.00
HAV0316	New England Academy	\$6,955.20
MileageMar14-18/ 2016	Nicole Williams	\$319.95
Hourly Mar14-18/2016	Nicole Williams	\$322.05



# City of Haverhill Massachusetts

Fiscal Year: 2016-2016

## LEA Warrant

Invoice	Vendor	Total
MileageMar21-25/ 2016	Nicole Williams	\$319.50
Hourly Mar21-25/2016	Nicole Williams	\$316.05
005969	Northshore Education Consortium	\$2,670.36
005968	Northshore Education Consortium	\$1,750.00
005967	Northshore Education Consortium	\$4,233.60
005966	Northshore Education Consortium	\$9,105.39
15627	NRT Bus Inc	\$88,057.10
470796	Pest-End Exterminators	\$45.00
470797	Pest-End Exterminators	\$45.00
470802	Pest-End Exterminators	\$60.00
470795	Pest-End Exterminators	\$50.00
470800	Pest-End Exterminators	\$45.00
470801	Pest-End Exterminators	\$50.00
470799	Pest-End Exterminators	\$45.00
470794	Pest-End Exterminators	\$50.00
470793	Pest-End Exterminators	\$50.00
470786	Pest-End Exterminators	\$85.00
470787	Pest-End Exterminators	\$50.00
470788	Pest-End Exterminators	\$40.00
470789	Pest-End Exterminators	\$50.00
470792	Pest-End Exterminators	\$50.00
470791	Pest-End Exterminators	\$40.00
2457648-MR16	Pitney Bowes	\$134.44
2531422	Pro-Ed	\$61.60
5038906927	Ricoh America's	\$2,642.60

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
	Corporation	
5038906898	Ricoh America's Corporation	\$210.00
0216	S. P. & R. Transportation, Inc.	\$4,074.00
T16010274	Safeway Training & Trans Services Inc	\$28,823.00
T15010004	Safeway Training & Trans Services Inc	\$36,825.82
12809906	Scholastic Inc	\$2,942.02
M5791352	Scholastic Inc	\$627.26
208115456610	School Specialty/Sax Arts & Crafts	\$80.95
59989	SEEM Collaborative	\$5,768.70
AG February 2016	Shared Living Collaborative	\$397.08
Cell Jan FY16	Timothy Corkery	\$50.74
INV00030439-A	University of Oregon	\$225.00
1607336	Valley Collaborative	\$3,171.00
1607334	Valley Collaborative	\$3,801.00
1607332	Valley Collaborative	\$3,171.00
1607330	Valley Collaborative	\$3,171.00
5087032638 Mar FY16	Verizon - 15124	\$38.80
CR2991662	WB Mason Co Inc	(\$2.16)
CR2983498	WB Mason Co Inc	(\$159.99)
I33163412	WB Mason Co Inc	\$1,191.50
I33103190	WB Mason Co Inc	\$53.76
I33058697	WB Mason Co Inc	\$2.16
I33063824	WB Mason Co Inc	\$55.68
I33058714	WB Mason Co Inc	\$28.76
CR2966747	WB Mason Co Inc	(\$55.68)

# City of Haverhill Massachusetts

Fiscal Year: 2016-2018

## LEA Warrant

Invoice	Vendor	Total
CR2968466	WB Mason Co Inc	(\$28.76)
I32993684	WB Mason Co Inc	\$26.62
I32552926	WB Mason Co Inc	\$119.99
C52625	Whalley Computer Associates	\$140.00
PB-16-320	Willow Hill School	\$6,224.02
<b>Grand Total:</b>		<b>\$599,505.35</b>
End of Report		





Dev

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total	EV20160415C
5010	A Family Cab Inc	\$13,283.20	
72030	American Commercial Appliance Inc	\$1,294.76	
72016	American Commercial Appliance Inc	\$814.63	
71801	American Commercial Appliance Inc	\$136.00	
71987	American Commercial Appliance Inc	\$159.17	
71795	American Commercial Appliance Inc	\$843.40	
71962	American Commercial Appliance Inc	\$386.40	
71794	American Commercial Appliance Inc	\$498.27	
71928	American Commercial Appliance Inc	\$110.12	
71927	American Commercial Appliance Inc	\$592.82	
3/24/16 workshop	Appelstein Training Resources	\$400.00	
4380584607	Apple Computer Inc	\$96.75	
4380568848	Apple Computer Inc	\$6.95	
468	BERARD Systems	\$9,250.00	
Speech-evaluation	Brenda Gharabegian	\$250.00	
1516-002	CJs Transportation Inc	\$2,520.00	
953215	Clean Rentals, Inc	\$108.28	
951091	Clean Rentals, Inc	\$108.28	
940370	Clean Rentals, Inc	\$126.91	
948956	Clean Rentals, Inc	\$130.29	
946813	Clean Rentals, Inc	\$108.28	
944666	Clean Rentals, Inc	\$108.28	
942523	Clean Rentals, Inc	\$108.28	

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
936086	Clean Rentals, Inc	\$117.52
933937	Clean Rentals, Inc	\$62.85
931758	Clean Rentals, Inc	\$108.28
929593	Clean Rentals, Inc	\$108.28
927425	Clean Rentals, Inc	\$108.28
925269	Clean Rentals, Inc	\$108.28
923088	Clean Rentals, Inc	\$108.28
921782	Clean Rentals, Inc	\$108.27
258981	Collins Sports Medicine	\$145.09
24982	Combustion Service Co of NE	\$3,506.00
25017	Combustion Service Co of NE	\$312.00
24993	Combustion Service Co of NE	\$3,556.00
2781564	ConEdison Solutions	\$220.81
2781572	ConEdison Solutions	\$6,011.76
2781573	ConEdison Solutions	\$6,725.94
2759831	ConEdison Solutions	\$524.40
CUSR032245	CPI	(\$140.00)
CUSI0073931	CPI	\$2,810.00
CUSI0070524	CPI	\$1,199.00
125949	Crotched Mtn Rehab Ctr	\$26,286.05
3/14 thru 4/1/16	Dawn M Caputo	\$56.80
Jan to March FY16	Deborah H Schultz	\$77.12
350823	Delta-T Group	\$1,137.50
RT88965	Demers Plate Glass Company	\$151.65
01292016	Distefano, Gregory	\$24.86

# City of Haverhill Massachusetts

Fiscal Year: 2016-2016

## LEA Warrant

Invoice	Vendor	Total
3/17/2016	Elise M Comeau	\$63.37
314660	Embree Elevator	\$1,658.00
1118	EMT Corporation	\$3,500.00
12809622	Fabian Schramm	\$12.10
jan thru 4/1/2016	Felicity Johns Liebke	\$77.72
1891657A	Follett Educational Services	\$621.25
50469407	FW Webb Company	\$13.45
50438841	FW Webb Company	(\$4.05)
50438996	FW Webb Company	\$132.20
50390807	FW Webb Company	(\$956.10)
50423738	FW Webb Company	\$44.02
50397993	FW Webb Company	\$154.30
50390897	FW Webb Company	\$97.44
50381030	FW Webb Company	\$481.83
50366124	FW Webb Company	\$199.73
50381340	FW Webb Company	\$29.34
50309172	FW Webb Company	\$14.67
12/3 thru 3/31/2016	Gene Fontaine	\$243.24
1295924	Grimes Oil Company Inc	\$1,649.97
29755	Haverhill City of - PPD	\$352.00
15175	J And S Development Corp	\$900.00
ContractDecJanFeb16	JAMES F SCULLY	\$600.00
Parking 2/25/2016	JAMES F SCULLY	\$42.00
31020	James Page Insurance Agency Inc	\$2,347.00
2015/153	JFYNetWorks	\$19,125.00
67895	Jonathan Schmitz	\$600.00

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
reimburse 3/11/15	Julie Nadeau	\$105.89
040116HPS	Kellie Hickey	\$110.00
reimburse Book Fair	Lisa Ackerman	\$213.71
INV00997408	Mass General Physicians Org	\$750.00
170945	Medford Wellington Service	\$325.00
170918	Medford Wellington Service	\$1,768.85
170563	Medford Wellington Service	\$372.50
170944	Medford Wellington Service	\$3,365.95
170494	Medford Wellington Service	\$860.50
170310	Medford Wellington Service	\$2,176.86
169716	Medford Wellington Service	\$823.55
2852	Merrimack College	\$67,800.00
2016013	MG Products	\$837.56
79887	Minuteman Press of Newburyport	\$85.80
3/14 thru 4/1/2016	Mirca Mejias	\$1,036.80
1524907	Mouser Electronics	\$164.84
03407-66001 Mar FY16	National Grid - Electric	\$165.43
78366-63007 Mar FY16	National Grid - Electric	\$2,923.10
40634-36004 Mar FY16	National Grid - Electric	\$220.03
03784-06001 Mar FY16	National Grid - Electric	\$2,025.33
15733-57008 Mar FY16	National Grid - Electric	\$334.18
53080-13000 Mar FY16	National Grid - Electric	\$399.91
78040-41000 Mar FY16	National Grid - Electric	\$3,405.89



# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
28206-92002 Mar FY16	National Grid - Electric	\$3,323.42
40620-80008 Mar FY16	National Grid - Electric	\$272.67
40038-14141 Mar FY16	National Grid/Gas	\$38.99
40138-14650 Mar FY16	National Grid/Gas	\$1,479.86
40042-22480 Mar FY16	National Grid/Gas	\$670.80
40128-13340 Mar FY16	National Grid/Gas	\$464.74
40048-21540 Mar FY16	National Grid/Gas	\$161.24
40024-19030 Mar FY16	National Grid/Gas	\$41.78
40020-15130 Mar FY16	National Grid/Gas	\$696.58
40020-12130 Mar FY16	National Grid/Gas	\$665.13
reimburse 4/5/16	NEIL E WILKINS	\$926.25
Final Payment Gym	New England Sports Floors	\$3,750.00
4946995	Northcenter Foods	\$46.67
4944518	Northcenter Foods	\$333.04
S024834919.001	Northeast Electric Distributors	\$16.56
S024807378.001	Northeast Electric Distributors	\$95.31
7718	Northeast Fire System Inc	\$1,353.72
775447	Por-Shun Inc	\$56.09
S3600237.001	Portland Group	\$6.60
S3597664.001	Portland Group	\$28.35
S3593163.001	Portland Group	\$16.98
I-2434	Quinns Locksmith Service	\$377.00
I-2430	Quinns Locksmith Service	\$217.00

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
I-2426	Quinns Locksmith Service	\$265.00
I-2420	Quinns Locksmith Service	\$2,912.00
24542	R & R Trophy and Awards Corp	\$86.00
12	Sallie Pettengill	\$90.00
jan thru 3/29/2016	Sally Guilmette	\$77.76
Cell Nov, Dec, JanFY16	Shannon Nolan	\$152.22
HHS Varsity Cheer	Shawsheen Valley Technical High School	\$100.00
HHS JR Varsity Cheer	Shawsheen Valley Technical High School	\$100.00
0962-5	Sherwin Williams Company	\$33.54
0860-1	Sherwin Williams Company	\$40.94
0769-4	Sherwin Williams Company	\$138.43
H 08961	Shoe City Hardware	\$83.76
H 08925	Shoe City Hardware	\$14.25
H 08852	Shoe City Hardware	\$31.78
H 08739	Shoe City Hardware	\$479.96
H 08583	Shoe City Hardware	\$156.46
H 08714	Shoe City Hardware	\$30.50
H 08712	Shoe City Hardware	\$18.28
H 08676	Shoe City Hardware	\$67.10
H 08639	Shoe City Hardware	\$27.38
H 08593	Shoe City Hardware	\$45.79
H 08515	Shoe City Hardware	\$256.78
H 08509	Shoe City Hardware	\$8.32
H 08504	Shoe City Hardware	\$248.84
109397	Signet Electronic Systems	\$669.25

# City of Haverhill Massachusetts

Fiscal Year: 2016-2016

## LEA Warrant

Invoice	Vendor	Total
	Inc	
109303	Signet Electronic Systems Inc	\$635.25
82088458	Simplex Grinnell	\$554.00
21136	SOS Security Systems	\$139.77
318849	Spark Energy Gas, LLC	\$49.79
318857	Spark Energy Gas, LLC	\$4,263.44
318847	Spark Energy Gas, LLC	\$7,583.95
318843	Spark Energy Gas, LLC	\$872.14
318845	Spark Energy Gas, LLC	\$850.35
318841	Spark Energy Gas, LLC	\$1,188.78
318859	Spark Energy Gas, LLC	\$1,008.29
318842	Spark Energy Gas, LLC	\$1,247.13
318854	Spark Energy Gas, LLC	\$1,196.56
58751	Sportsfield Specialties Inc	\$340.00
361945991	Supply Works	\$384.45
361946007	Supply Works	\$1,014.61
361565807	Supply Works	\$35.26
0103954-IN	The Durkin Company	\$319.02
Conference	THORNELL, KAREN	\$27.26
Tech Training	Timothy DiFalco	\$52.90
Halt 2 rolls	United States Postal Service	\$98.00
Teach 2 Rolls	United States Postal Service	\$98.00
38897	Vertical Communication	\$425.00
HHS JV VarsityCheer	Wachusett Regional High School	\$200.00
JG Feb 2016	Wachusett Regional School District	\$902.16

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

## LEA Warrant

Invoice	Vendor	Total
JS Feb 2016	Wachusett Regional School District	\$266.00
BC Feb 2016	Wachusett Regional School District	\$333.36
JS Dec 2015	Wachusett Regional School District	\$269.11
JG Jan 2016	Wachusett Regional School District	\$1,224.36
JS Jan 2016	Wachusett Regional School District	\$361.00
BC Jan 2016	Wachusett Regional School District	\$791.73
BC Dec 2015	Wachusett Regional School District	\$708.39
JG Dec 2015	Wachusett Regional School District	\$1,095.48
JS Nov 2015	Wachusett Regional School District	\$403.75
BC Nov 2015	Wachusett Regional School District	\$635.45
JG Nov 2015	Wachusett Regional School District	\$1,031.04
JS Oct 2015	Wachusett Regional School District	\$475.00
BC Oct 2015	Wachusett Regional School District	\$625.00
JS Aug & Sept 2015	Wachusett Regional School District	\$593.75
482	Weather Shield Inc	\$3,795.00
478	Weather Shield Inc	\$650.00
496	Weather Shield Inc	\$2,775.00
458	Weather Shield Inc	\$865.00
446	Weather Shield Inc	\$585.00
IVC0003151	Whitsons New England Inc	\$107,290.35
04/04/2016	Zoraida A Jordan	\$92.28
<b>Grand Total:</b>		<b>\$376,671.53</b>

End of Report

**CITY OF HAVERHILL**  
**School Vendor Warrants**  
**LEA/ Cafeteria / Grants**

**Warrant Number: JE20160415**

**SC 04.14.16**

To the City Auditor: The following names, bills and payrolls have been approved by the School Administration. We are requesting them to be placed on a warrant for payment. I hereby certify under penalty of perjury that the amounts as scheduled are true and correct and the services and/or materials herein represented have been received as required in accordance with contracts.

44.

PAYABLE DATE:04/15/2016

**TODAY'S DATE: 03/22/2016**

Journal Entry	\$	2,676.76
Cafeteria	\$	-
Grants	\$	-
<b>Total</b>	<b>\$</b>	<b>2,676.76</b>

Brian A. O'Connell

**HAVERHILL PUBLIC SCHOOLS  
SCHOOL COMMITTEE APPROVAL  
OF VENDOR WARRANTS**

I hereby certify under penalty of perjury that the amounts as scheduled are true and correct and the services and/or materials herein represented have been received as required in accordance with contracts.

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Fiscal Year: 2015-2016

SCHOOL JE

Prepared by J. Hennes

City of Haverhill Massachusetts

JE 2016 0415

Prin D. Cornell

Inv. Date	Vendor	Total	Detail Line Description	Account
1/31/2016	BANKCARD	✓ \$572.60	WB Mason - Office Supplies	1010000.4.1210.6560.32.310.00.10
1/31/2016	BANKCARD	✓ (\$361.92)	Doubletree Hotel - Conferences-Travel Exp	1010000.4.1210.6612.32.310.00.10
1/31/2016	BANKCARD	✓ \$27.72	GNC Boston Globe - Books & Subscriptions-HR	1010000.4.1420.6606.32.310.00.10
1/31/2016	BANKCARD	✓ \$658.10	Amazon - Books & Subscriptions-Curr	1010000.4.2357.6606.33.135.00.10
1/31/2016	BANKCARD	✓ \$20.00	Appointment Plus - Computer/Technology Software	1010000.4.2451.6611.73.315.00.10
1/31/2016	BANKCARD	✓ \$165.81	WB Mason - Supplies, Other	1010000.4.4110.6582.74.185.00.10
1/31/2016	BANKCARD	✓ \$87.08	Amazon - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
1/31/2016	BANKCARD	✓ \$72.60	Beacon Elec - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
1/31/2016	BANKCARD	✓ \$36.69	Finish Master - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
1/31/2016	BANKCARD	✓ \$144.81	Shoe City - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
1/31/2016	BANKCARD	✓ \$800.45	The Home Depot - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
1/31/2016	BANKCARD	✓ \$76.53	White Street Auto - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
1/31/2016	BANKCARD	✓ \$227.78	WV Grainger - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
1/31/2016	BANKCARD	✓ \$148.51	WVW Northern Safety - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
<b>Grand Total:</b>		<b>\$2,676.76</b>		



Fiscal Year: 2015-2016  
SCHOOL JE

City of Haverhill Massachusetts

Inv. Date	Vendor	Total	Detail Line Description	Account
End of Report				

Date
Date
Date
Date
Date
Date

Fiscal Year: 2015-2016

SCHOOL JE

*Prepared by: J. Haverhill*

City of Haverhill Massachusetts

JE 20160415 A

Ryan O. Connell

Inv. Date	Vendor	Total	Detail Line Description	Account
3/22/2016	BANKCARD	\$27.72	GNC Boston Globe - Office Supplies	1010000.4.1210.6560.32.310.00.10
3/22/2016	BANKCARD	\$144.00	Kenzo Vending - Office Supplies	1010000.4.1210.6560.32.310.00.10
3/22/2016	BANKCARD	\$597.00	Total Media - Office Supplies	1010000.4.1210.6560.32.310.00.10
3/22/2016	BANKCARD	\$310.33	WB Mason - Office Supplies	1010000.4.1210.6560.32.310.00.10
3/22/2016	BANKCARD	\$237.31	WB Mason - Supplies- Other HR	1010000.4.1420.6582.32.310.00.10
3/22/2016	BANKCARD	\$158.00	Fred Pryor Careertrack - Conferences-HR	1010000.4.1420.6512.32.310.00.10
3/22/2016	BANKCARD	\$128.90	Alsoft - Computer/Technology Software	1010000.4.2451.6611.73.315.00.10
3/22/2016	BANKCARD	\$20.00	Appointment Plus - Computer/Technology Software	1010000.4.2451.6611.73.315.00.10
3/22/2016	BANKCARD	\$115.97	Micronat - Computer/Technology Software	1010000.4.2451.6611.73.315.00.10
3/22/2016	BANKCARD	\$59.95	Vimeo - Computer/Technology Software	1010000.4.2451.6611.73.315.00.10
3/22/2016	BANKCARD	\$401.31	Airex Filter - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$1,328.11	Amazon - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$241.20	Aramco - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$117.73	Benedettis Deli - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$87.67	Bradford Seafood - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$238.41	Comcast -	1010000.4.4220.6640.74.185.00.10

City of Haverhill Massachusetts

Inv. Date	Vendor	Total	Detail Line Description	Account
3/22/2016	BANKCARD	\$58.53	Maintenance/Repair-Building Domino's - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$212.60	Feuer Lumber - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$10.00	Haffners Car Wash - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$283.12	Kamco - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$72.98	Lowes - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$93.77	Mediterranean Pizza - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$144.39	NH Beach Pizza - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$145.15	Oriental Garden - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$412.99	OverStock.com - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$187.97	Shoe City - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$3.29	Tedeschi Food - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$86.82	The Chicken Connection - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$676.68	The Home Depot - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
3/22/2016	BANKCARD	\$85.98	VWV Grainger - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10

# City of Haverhill Massachusetts

Fiscal Year: 2015-2016

SCHOOL JE

Inv. Date	Vendor	Total	Detail Line Description	Account
3/22/2016	BANKCARD	\$158.31	www.Logmein.com - Maintenance/Repair-Building	1010000.4.4220.6640.74.185.00.10
Grand Total:		\$6,826.19	End of Report	





Best

## City of Haverhill Massachusetts

Fiscal Year: 2016-2018

### LEA Warrant

Invoice	Vendor	Total
Y195737	Fantini Baking Company Inc	\$28.21
Y195096	Fantini Baking Company Inc	\$53.85
Y194418	Fantini Baking Company Inc	\$20.70
Y193263	Fantini Baking Company Inc	\$32.88
Y192644	Fantini Baking Company Inc	\$42.69
Y191127	Fantini Baking Company Inc	\$24.71
Y190725	Fantini Baking Company Inc	\$21.61
Y190096	Fantini Baking Company Inc	\$43.70
Y189411	Fantini Baking Company Inc	\$21.21
Grand Total:		\$289.54

End of Report



*Mayor James Fiorentini, Chairperson called the Regular Meeting to order at 7:03 p.m. Present were: Mr. Sven Amirian; Attorney Paul Magliocchetti; Mr. Shaun Toohey; Mr. Scott Wood; Ms. Gail Sullivan, Vice President; Mrs. Maura Ryan-Ciardiello, President; Mrs. Julie Kukenberger, Assistant Superintendent and Mr. James Scully, Superintendent of Schools.*

*The Pledge of Allegiance was recited.*

**Public Comment**

*There was no one present for public comment.*

**Communication and Reports**

**Student Advisory Council Report – Madeline Coady**

*Ms. Coady provided the following update about Haverhill High School:*

- *Dodge Ball Tournament was recently held in the Spring and Fall – a highly anticipated event;*
- *The HHS Chorus and Drama Club's Presentation of "The Sound of Music" was a huge success*
- *2016 Annual Class Picture taken with a time lapse which is on the website*
- *Middle School and High School Band marched St. Patrick's Day Parade*
- *This week is MCAS ELA and on May 17 Math MCAS will be held*
- *Six Saturdays for Success – start this upcoming Saturday – bus transportation provided*
- *VIP Induction on March 30, 2016*
- *April 4-6, 2016 Spirit Week culminating in the Powder Puff Game*
- *Junior Parent Night had 80 people in attendance*
- *On April 6 there will be a College Fair run by Guidance Department*
- *Electronics Fundraiser will be held on April 12, 2016*

*Ms. Coady wished everyone a happy holiday weekend.*

**Superintendent Comments/Reports**

*Mr. Scully introduced High School Principal Mrs. Beth Kitsos who would report on the 2016-2017 High School Program of Studies.*

*Mr. Scully commented on the spectacular performance of the Sound of Music.*

*Mrs. Kitsos introduced the high school leadership team who were present at tonight's meeting.*

*The high school principal provided a PowerPoint on the 2016-2017 POS (attached).*

*Mrs. Kitsos outlined the following changes in the Program of Studies:*

1. *New this year-Letter from Principal*
2. *Explanation of the School to Career Requirement*
3. *Promotion to sophomore 4.5 credits and passing English I and Algebra I*



## **Haverhill School Committee – Regular Meeting of March 24, 2016**

4. *Freshmen Seminar eliminated to allow students the opportunity to take other electives. Some of the concepts covered in the Freshmen Seminar will be embedded in other classes or in electives that HHS offers*
5. *Classical Academy - The Classical Academy faculty, the Supervisor of Social Studies, the Dean of History and the HHS administrators have reviewed the course offerings and structure and have made some changes:*
  - a. *Grade 9 - Eliminate of the full year Classical Connections course and replaced with semester courses:*
    1. *A Classical Perspective- Literature- S1*
    2. *A Classical Perspective- Studio- S2*
  - b. *Class of 2020 - must take a minimum of four (4) AP Courses*
  - c. *Eliminate Research Seminar and replaced with Classical Philosophy in the 21Century for Class of 2019 and beyond to allow students to take another language, or other elective of interest*
6. *All academies have an internship component built in*
7. *All academies have identified possible future careers*
8. *Fine Arts- New digital design lab with MACs*
9. *Developing CVTE programs: a. Programming and Web Development*
  - b. *Medical Assisting*
10. *Former NAF Pathway is now NAF Academy of Informational Technology*
11. *Early College - Transitioning from Learning Community Cohort Model to Concurrent Dual Enrollment opportunities. With the differences in the teacher contract and the professor contract it is too difficult to manage as well as the increase in costs to support. Concurrent Dual Enrollment will allow HHS teachers to teach a course as long as they meet the required qualifications to be an adjunct professor. Cost is reasonable and if state gives Dual Enrollment funds students that are free and reduced lunch will be able to access.*
12. *Mathematics- 2015-2016 elimination of 2 year Algebra program - Algebra 1A and 1B. This year began double mathematics block with struggling mathematic students. Geometry levels will be Honors, and CP.*

*Mrs. Kitsos concluded her review of the upcoming changes in the Program of Studies by thanking the committee and indicated she would answer any questions.*

### **Comments and Questions from the Committee**

*Ms. Sullivan asked for a description of the original version of the Classical Connections course.*

*Mrs. Kitsos responded that in consultation with Deans and teachers the consensus was that students did not need a full year of the art component and that there should be greater emphasis on the literature element.*

*Ms. Coady who had taken the original version of the course concurred with this change and noted it would be a better course for students.*

*Ms. Sullivan inquired about the elimination of Research Seminar.*





## **Haverhill School Committee – Regular Meeting of March 24, 2016**

*Principal Kitsos noting the change was in offering a choice to students and providing more rigors in the course work. She noted that in speaking with students and parents some wanted the option of a second language or additional sciences.*

*Ms. Coady related that it made sense to separate the seminars.*

*Attorney Magliocchetti asked if the changes addressed the state deficiencies.*

*Mrs. Kitsos responded that the changes improved the student/teacher ratio and improved access for all students, which would speak to the sped and Hispanic populations.*

*Attorney Magliocchetti asked how the dropout rate would be addressed within the course of studies.*

*The principal related by providing more rigorous and challenging curriculums it would improve access and opportunity for all.*

*Mr. Scully noted that with the outset of vocational education, students who did not acclimate to a traditional high school model were sent to vocational schools. However, he noted that today, vocational high schools are as competitive as comprehensive high schools; therefore, there is a need to adjust curriculums and adapt to the needs of all students. The superintendent related that conversations had recently been held with area Merrimack Valley Superintendents and Vocational Superintendents to address our common concerns.*

*Mrs. Kitsos indicated collaboration was taking place with middle schools to identify students at an earlier time. She thanked the committee for additional funding.*

*Mr. Wood asked about internship programs and potential businesses.*

*Ms. Coady reported on her internship program and her positive experiences in the program.*

*Mrs. Victoria Kelly related that the high school was constantly building and expanding its relationships with businesses.*

*Mr. Wood asked about CNA certification with Whittier Health.*

*Mrs. Kitsos replied with the grant funding it was expanding opportunities.*

*Mayor Fiorentini acknowledged Paul White's presence (he had left the meeting).*

*The Mayor was thrilled with the vocational educational offerings at HHS; he asked why medical assisting and technology.*

*Mrs. Kitsos reported that Massachusetts only produced 10% of the employees needed in the medical field. She noted that students would ultimately be able to be employed in high end fields in medical and technology fields.*



## **Haverhill School Committee – Regular Meeting of March 24, 2016**

*Mayor Fiorentini asked about manufacturing.*

*Mrs. Kitsos replied the facility was not equipped to house that type of program.*

*The Mayor asked about Early College enrollment.*

*Principal Kitsos stated students would take and pass Accuplacer and students would receive AP credit because they are college courses.*

*The Mayor asked about the Saturday MCAS course.*

*Mrs. Kitsos reported that 70 students were participating and that the data from last year's course scores went up from 2-40 points. In regards, to the BOT (Back on Track) program 9 were invited and 3 were participating.*

*Mr. Scully commended the high school faculty and students and commented that there were great opportunities at Haverhill High School.*

### **School Committee Communications**

*Mrs. Ryan-Ciardiello introduced Lisa Brady and Jessica Collins, Co-chairs of the Special Education Advisory Council (SEPAC).*

*Ms. Brady and Ms. Collins stated that SEPAC was advisory in nature to the school administration including the special education director and superintendent. They noted their purpose tonight was to introduce themselves to the school committee; including regular updates to the committee.*

*Some of the issues Ms. Brady and Ms. Collins highlighted were:*

- Consistency of educational programs and in community*
- Compliance issues*
- Outreach and support to parents*
- Community outreach*

*Mrs. Ryan-Ciardiello thanked them for attending the meeting.*

*Mr. Toohey asked that the SEPAC notify members of upcoming events and meetings so that the members could provide awareness of their activities. He also asked them for frequent updates.*

*Ms. Collins stated that with 1800 children on IEP's there was a major gap in outreach.*

*Attorney Magliocchetti indicated that the SEPAC had the support of the committee by a united front and that the members would share the information with their constituents and friends. He also volunteered his services provided there was no conflict.*

*Ms. Sullivan asked for their input regarding the hiring of special education director.*





## **Haverhill School Committee – Regular Meeting of March 24, 2016**

*The Superintendent indicated they would be serving on the board to interview for a permanent special education director.*

*Ms. Brady and Ms. Collins indicated they would ask their membership for the qualities and strengths in the future special education director.*

*Mr. Amirian noted that we need to bridge the gap between the needs of typical and special needs children – they are all our children. He noted that the full attention of both the School Committee and City Council would be dedicated to their needs during the budget.*

*Superintendent Scully thanked the parents for attending.*

*Mr. Amirian acknowledged the National Recognition of Pentucket Lake Elementary School. He related that an independent consultant had financed a visitation by Hobbs, New Mexico school system officials to emulate the literacy and intervention models at Pentucket Lake.*

*Mrs. Dianne Connolly, Pentucket Lake School Principal recognized the support and commitment of her entire staff in the education of the children at the school.*

*She highlighted some of the concepts that attracted the Smarter Learning Group to the school:*

- Leveled Libraries*
- Data Walls*
- Lesley Literacy initiative*
- Individualized Learning Plans for each child*
- Interventions for each student who needs Tier 2 interventions*
- Focus on Teaching and Learning*

*Superintendent Scully appreciated the recognition of the staff.*

*Mrs. Ryan-Ciardiello commended Mrs. Connolly and the staff for this recognition.*

*Mrs. Connolly recognized the backing of the school administration in supporting the initiatives at Pentucket Lake.*

*Attorney Magliocchetti praised her leadership and achievement of level 1 status.*

*Mr. Toohey thanked her for commitment to the children and staff.*

*Ms. Sullivan related that she had visited Pentucket Lake the day before February vacation and was impressed with the calmness and joyfulness in the building. She was impressed with the amount of data and noted that in one of her “geek” moments, Ms. Sullivan felt that data was love.*

*Mayor Fiorentini reported that he also visited the school on Citizenship Day.*

*The committee applauded the Pentucket Lake staff.*





## **Haverhill School Committee – Regular Meeting of March 24, 2016**

*Mr. Wood asked to move up the Whittier Vocational item on the agenda. He introduced Ms. Maureen Lynch, Superintendent and Ms. Kara Kosmes, Business Manager.*

*Ms. Lynch gave a brief update on Whittier Regional to the Committee (the full presentation is attached).*

*Mr. Wood commented that the assessment was down and enrollment from Haverhill had increased. He noted they were doing an excellent job; furthermore, the budget had been completed and was a solid one. Mr. Wood was pleased with the administration's efforts and commitment.*

*Attorney Magliocchetti was happy to hear there were no choice students and pleased with the report.*

*Mrs. Ryan-Ciardello asked if the restaurant was still open and stated it served excellent food.*

*Ms. Lynch responded that it was open every day except Wednesdays.*

*Mr. Toohey thanked the Whittier administration and commended Mr. Early's service.*

*Mayor Fiorentini related that the vocational education was excellent and he supported capital improvement to allow more children to take advantage of this type of educational program.*

*Mr. Scully praised Ms. Lynch.*

*Ms. Lynch stated she enjoyed working with Mr. Scully.*

*Mayor Fiorentini left the meeting at 9:03 p.m.; Mrs. Ryan-Ciardello assumed chairing the meeting.*

*Mr. Amirian referenced a snapshot of a Newburyport grant report provided by Councilors Vargas and LePage and noted they had a dedicated grant writer. He indicated that this was an opening to a conversation to how our district reports grant funds.*

*Mr. Scully responded that the district brings in approximately \$15m in grant monies including federal and state monies. He stated the district was looking at hiring a grant person whose salary would pay for the position.*

*Mr. Wood mentioned that previously during Mr. Quatralle's tenure in the Curriculum Office that at budget time a report was provided to the committee detailing grant funding.*

*Ms. Sullivan asked for an Update of Search for Special Education Director.*

*Mr. Scully reported the following:*

- *The position of Director of Special Education was posted March 1, 2016*
- *The posting closed on March 15, 2016*
- *Eleven (11) candidates applied for the position via School Spring*
- *Mr. Rooney and a Human Resources staff member reviewed the applications and eliminated any candidate who was not certified or did not have verified certification*
- *Seven (7) candidates are recommended for interview*
- *The proposed interview board would include the following:*



## Haverhill School Committee – Regular Meeting of March 24, 2016

Jared Fulgoni, Director of Strategy & Accountability  
 Bonnie Antkowiak, Principal, Tilton School  
 Elizabeth Kitsos, Principal, Haverhill High School  
 Brian Gill, Principal, Whittier Middle School  
 Elise Comeau, Facilitator  
 Timothy Rooney, Director of Staff & Student Services  
 Lisa Brady & Jessica Collins, Sped Parents  
 School Committee Members (2)

- Once the interview board is finalized; resumes will be emailed to the committee on Monday, March 28, 2016
- Interview date to be determined with possible dates of March 31 or April 1, 2016

Ms. Sullivan felt the search should be re-opened due to a lack of candidates and re-advertise for the position.

Mr. Scully agreed, however, replied that other districts were having difficulty obtaining a qualified pool of candidates so he was not in favor of re-posting at this time. The Superintendent stated he would re-post if the committee wanted to go this route. Mr. Scully noted the average candidate pool was three and there was a high burnout rate.

Ms. Sullivan stated because of the high priority of this position the salary needed to be competitive.

Mr. Scully proposed going through one round to see the comfort level with the quality of candidates.

Ms. Sullivan thanked for sharing his insight and if not satisfied with the candidate pool then re-post.

Mr. Wood did not favor re-posting until the current candidate pool was interviewed.

Attorney Magliocchetti supported going through the interview process soon.

It was the consensus that the President would appoint the school committee members for the interview board.

Mr. Scully hoped interviews would be held the following Friday or Monday.

Moved by Mr. Amirian and seconded by Attorney Magliocchetti to suspend the rules to hear comments from a citizen.

A roll call vote was held and the results were the following:

Mr. Amirian	Yes	Ms. Sullivan	Yes
Attorney Magliocchetti	Yes	Mr. Toohey	Yes
Mrs. Ryan-Ciardello	Yes	Mr. Wood	Yes

A 6-0 vote; motion was approved

Mrs. Vargas, a nurse, mother of City Councilor Andy Vargas was commenting totally separate from her son. She asked that a doctor or nurse along with a Latino representative be on the interview board for Director of Special Education.

The superintendent would look into this suggestion.

There were no Subcommittee Reports.

**New Business**





## Haverhill School Committee – Regular Meeting of March 24, 2016

Moved by Mr. Wood and seconded by Mr. Toohey to approve Warrant Number EV20160325 totaling \$241,206.13; Warrant Number EV20160325B totaling \$392,061.68 and Warrant Number JE20160325 totaling \$6,547.30 as indicated in the agenda material.

A roll call vote was held and the results were the following:

Mr. Amirian	Yes	Ms. Sullivan	Yes
Attorney Magliocchetti	Yes	Mr. Toohey	Yes
Mrs. Ryan-Ciardiello	Yes	Mr. Wood	Yes

A 6-0 vote; motion was approved

Moved by Mr. Wood and seconded by Mr. Toohey to approve Warrant Number EV20160325A totaling \$141,688.52 as indicated in the agenda material.

A roll call vote was held and the results were the following:

Mr. Amirian	Yes	Ms. Sullivan	Yes
Attorney Magliocchetti	Abstain	Mr. Toohey	Yes
Mrs. Ryan-Ciardiello	Yes	Mr. Wood	Yes

A 5-0 vote; motion was approved

Moved by Mr. Wood and seconded by Mr. Toohey to approve:  
the minutes of the Regular Meeting of March 10, 2016;  
the conference day request(s):

- Kimberly Lennox (Pentucket Lake) to attend Nancibell Visualization and Verbalization for Language Comprehension & Thinking on March 31, 2016 in Danvers MA at a cost of \$475
- John Mele, Brian Gill, Patricia Juranovits, Shannon Nolan, Jami Dion, Tim Corkery and Julie Kukenberger to attend the ASCD Conference on April 1-5, 2016 in Atlanta GA at a cost of \$1737 per person
- Elizabeth Chasse (Burnham) to attend Basic School Bus Driver Instructor Course on April 22-24, 2016 at a cost of \$858.27

the use of facilities:

Requested by Amanda Ellis from Central New England Pony Club for the use of Haverhill High School on Saturday, April 2, 2016 from 7:00 am-4:00 pm for the Regional Knowledge Bowl.

Process Fee: \$10.00

Utility Fee: \$20.00/Hour

Custodial Fee: \$45.00/Hour

Classroom Fee: \$35.00

Cafeteria Fee: \$25.00

Library Fee: \$50.00

Requested by Franco Cordano from City of Haverhill – Highway Department for the use of J.G. Whittier on Wednesday, April 20, 2016 from 7:00 pm-8:00 pm to hold a public meeting on the new trash program.

Process Fee: Waived

Utility Fee: Waived

Custodial Fee: Waived

Rental Fee: Waived



## **Haverhill School Committee – Regular Meeting of March 24, 2016**

*Requested by Kathy Martel from Haverhill High School Lacrosse for the use of Haverhill High School on Saturday, April 2, 2016 from 9:00 am – 2:00pm for an electronics fundraiser.*

*Process Fee: Waived  
Utility Fee: Waived  
Custodial Fee: Waived  
Rental Fee: Waived*

*Requested by Kim Ocasio from Ocasio's True Martial Arts for the use of Haverhill High School on Sunday, June 5, 2016 from 1:00 pm-5:00pm for a Black Belt extravaganza.*

*Process Fee: \$10.00  
Utility Fee: \$20.00/Hour  
Custodial Fee: \$45.00/Hour  
Rental Fee: \$50.00/Hour*

*Requested by Vinny Ouellette from Haverhill Recreation Department for the use of Haverhill High School from June 20, 2016 – August 12, 2016 from 7:30 am– 4:30pm for the Haverhill Recreation Day Program.*

*Process Fee: \$10.00  
Utility Fee: Waived  
Custodial Fee: \$45.00 per Hour  
Rental Fee: Waived*

*\* 100% Haverhill Students*

*Requested by Daniel Smith from Bradford Christian Academy for the use of Haverhill High School on Saturday, March 12, 2016 from 5:00pm-9:00pm for a student faculty game.*

*Process Fee: \$10.00  
Utility Fee: \$20.00 per Hour  
Custodial Fee: \$45.00/Hour  
Rental Fee: \$50.00/Hour*

*Requested by Franco Cordano from City of Haverhill – Highway Department for the use of Bradford Elementary on Wednesday March 30, 2016 from 7:00pm-8:00pm to hold a public meeting on the new trash program.*

*Process Fee: Waived  
Utility Fee: Waived  
Custodial Fee: Waived  
Rental Fee: Waived*

*Mr. Scully stated that a Germany trip had been canceled and that the Superintendent was re-evaluating all trips abroad.*

*Attorney Magliocchetti asked about the European trips that had been approved last year.*

*Mr. Scully indicated the trips during April break were still going forward.*

*Moved by Mr. Wood and seconded by Mr. Toohey to adjourn the meeting.*



## ***Haverhill School Committee – Regular Meeting of March 24, 2016***

*A roll call vote was held and the results were the following:*

<i>Mr. Amirian</i>	<i>Yes</i>	<i>Ms. Sullivan</i>	<i>Yes</i>
<i>Attorney Magliocchetti</i>	<i>Yes</i>	<i>Mr. Toohey</i>	<i>Yes</i>
<i>Mrs. Ryan-Ciardello</i>	<i>Yes</i>	<i>Mr. Wood</i>	<i>Yes</i>

*A 6-0 vote; motion was approved*

*Meeting adjourned at 9:30 p.m.*

*Material distributed at meeting: Summary of Changes in HHS POS 2016-2017 along with Program of Studies Document along with PowerPoint Presentation; Whittier Regional PowerPoint Presentation; Grant Information*



# Haverhill High School Program of Studies 2016-2017



*Beth Kitsos*  
*Principal*





# Haverhill High School

## *With Appreciation and Gratitude*



### HHS Leadership Team

- ☐ Kevin McLaughlin, Matthew Steinberg, Daniel Faircloth, Michael Rossetti, Jami Dion



### HHS Supervisors

- ☐ Patricia Juranovits, Kevin Higginbottom, Graciela Trilla, Rashaun Martin, Tom O'Brien



### HHS Deans

- ☐ Carol Quinney, Sue Finn, Ellen Mullane, Daniel Tanguay, Edward Roberts, Tom Jordan



**Haverhill High School**

# 2016-2017 Program of Studies



## Updates



## Our Fundamental Purpose

The fundamental purpose of our schools is ensuring high levels of learning for ALL students. Therefore we will do whatever it takes to bring ALL students to their full potential.

## Overarching Strategic Objectives

- Develop a **tiered support system** that ensures, opportunity, access and equity for ALL
- Develop a **district culture** of learning and growth for ALL







# Haverhill High School

## So what is MassCore?

*MassCore is currently the state RECOMMENDED program of study. It contains a rigorous list of courses and additional learning opportunities to provide a college and career ready academic career for high school students.*



# Haverhill High School

MassCore	
English/Language Arts	4 Units
Mathematics	4 Units Including the completion of Algebra II or completion of the Integrated Math equivalent. All students are recommended to take a math course during their senior year.
Science	3 Units of lab-based science Coursework taken in technology/engineering may count for MassCore science credit.
History/Social Science	3 Units Including US History and World History.
Foreign Language	2 Units Of the same language.
Physical Education	As required by law State law (M.G.L. c. 71, s. 3) states: "Physical education shall be taught as a required subject in all grades for all students."
Arts	1 Unit
Additional Core Courses	5 Units Other additional coursework (including CTE) or any of the courses above
Additional Learning Opportunities	22 Units - Is a minimum that students should take in high school



## MassCore: What are Additional Learning Opportunities?

The inclusion of additional learning opportunities in MassCore is intended to provide students with exposure to advanced educational experiences beyond the core course of study

- **Advanced Placement (AP)** provides the opportunity to take college-level courses while still in high school. There are 37 AP courses in 22 subject areas.
- **Capstone or Senior Project** is designed to help students develop, design or create a product, service, system or event to better prepare them for further studies or employment after high school. The project should be a demonstration of a student's achievement of skills such as critical thinking, reading comprehension, and effective communication. Students are expected to demonstrate self-directed learning in the completion of this task.
- **Dual Enrollment** is a program of study allowing high school students to simultaneously earn credits toward a high school diploma and a postsecondary degree or certificate.
- **Taking an Online course** for high school or college credit will likely prepare students for another modality of academic instruction that will become more prevalent in students' postsecondary education and career.
- **Service Learning** is a method whereby students learn and develop through active participation in thoughtfully organized service that is conducted in, meets the needs of communities and is integrated into and enhances the academic curriculum of the students.
- **Work-based Learning experiences** are activities at the high school level that involve actual work experience or connect classroom learning to work. At the highest level, there is full integration of academic and vocational/occupational curriculum with work site experience





# Haverhill High School

## MassCore Completion Report

School Year	# Completed MassCore	% Completed MassCore
14-15	159	45.0%
13-14	176	45.8%
12-13	169	43.9%
11-12	184	51.7%
10-11	140	37.6%
MA DESE		School and District Profiles



# Haverhill High School

## Adjustments to Classical Academy Course of Study

- The requirements for the completion of the Classical Academy that are new for the 2016-2017 school year will only apply to those entering the academy in the Fall of 2016. Current members will be offered a chance to participate in any new opportunities, but will not be required to do so.







# Haverhill High School

## Adjustments to Classical Academy Course of Study

- All changes and additions to rigor such as the increase in the AP requirement and the suggestion of a second World Language in addition to Latin moves the program closer to the rigorous expectations of comparable Classical Academies in the Commonwealth, such as the Classical Academy in Lynn and the Boston Latin School.





# Haverhill High School

## Adjustments to Classical Academy Courses

- All of the proposed changes have been developed by the faculty members of the Classical Academy and supported by the Administration. The faculty is dedicated to maintaining a high-quality, rigorous and competitive program to give our highest achieving students ample opportunity to compete for admission at the most competitive colleges and to compete with our brethren Classical schools.







# Haverhill High School



## Adjustments to Classical Academy Courses

- The changes to the Classical Connections course and the addition of Classical Philosophy in the 21<sup>st</sup> Century enhance the contemporary classical educational experience for all of the students in the academy.
- The changes to Senior Seminar to a Capstone experience with a more rigorous and in-depth presentation requirement such as creating a TED talk more closely aligns this requirement to the anticipated experience that our students would have at their college or University and further develops their 21<sup>st</sup> century skills making them more college and career ready.





# Haverhill High School

## The Academies

### *Career Internship Opportunities*

The purpose of the Career Internship is to provide students with a meaningful workplace experience working closely with a professional in a chosen field. The students will also participate in classes where they will build a career portfolio, including resumes, cover letters, interviewing skills, and ultimately, letters of recommendation. The students will also learn about labor laws and their rights in the workplace. This course runs during period J or two afternoons a week from 2:15 p.m.- 5:15 p.m. Students will receive ½ credit per semester for satisfactory completion of all requirements.





# Haverhill High School

## The Academies

### *Possible Career Options*

**Engineering:** Manufacturing, Chemical, Civil, or Mechanical Engineer, Drafter, Landscape Architect, or Surveyor

**Physical Sciences:** Chemist, Forensics, Teacher, Product Safety Specialist, Energy Auditor, or Astronomer

**Information Technology:** Cloud Architect, Computer Forensics, Health, IT Specialist, Web Developer, or Data Modeler

**Life/Health Science:** Nurse's Aide, Medical Coding, Dental Assistant, X-Ray Technician, Nursing, EMT, Paramedic, Veterinarian, Physical Therapist, Exercise Sciences or Doctor

**Earth & Environmental Sciences:** Meteorologist, Environmental Scientist, Oceanographer or Park Ranger

**Applied Mathematics:** Financial Analyst, Cryptographer, Actuarial Scientist, Sports Statistician, or Risk Analyst





# Haverhill High School

## Fine Arts New Classes

### Digital Design Workshop I

Students will take their foundational fine arts skills to the 21<sup>st</sup> century by incorporating digital tools into their artistic workflow. Programs like Adobe's Photoshop and Illustrator, among others, will be used to explore the fundamentals of digital design. Concepts covering color palettes and theming to typography and layouts will be explored as students compare and contrast print vs digital mediums.

### Digital Design Workshop II

Students will continue to develop their graphic skills in the digital space as they incorporate branding, ad campaigns, and marketing goals into their practical, hands-on projects. Students will dive deeper into Adobe's Photoshop and Illustrator, covering more advanced topics than in the prerequisite course. ***Prerequisite: Digital Design Workshop I***

### Advanced Digital Design Workshop

For the 2-D Design Portfolio, students submit digital images of the art works created throughout the program as well as an artist statements. ***Prerequisite: Digital Design Workshop II***





# Haverhill High School

## Programming and Web Development *Career Technical Education*







# Haverhill High School

## Medical Assisting

*Career Technical Education*







# Haverhill High School

## NAF Academy of Information Technology *Career Technical Education*







# Haverhill High School

## EARLY COLLEGE MODEL TO CONCURRENT ENROLLMENT

- Beginning August 2016, Haverhill High School and Northern Essex Community College have partnered to expand our dual enrollment offerings for students in junior and senior year beyond the Early College Program.
- This new collaborative program is called concurrent enrollment and courses offered will represent expanded subject areas to create seamless pathways of transfer credits through the Massachusetts Transfer Block.
- Courses offered through concurrent enrollment align with MassCore and ESSA and have been crosswalked by both HHS faculty and Northern Essex professors to ensure the integrity of the college course rigor.
- Courses offered through concurrent enrollment are college level courses for students who are looking for increased academic challenges while earning both high school and college credit. Students must take an Accu-placer exam and meet established benchmark scores to be eligible for participation. This computer-based exam must be taken in the Spring.
- There is an additional cost associated with concurrent enrollment. Students should see their Guidance Counselor to sign up. All students in the Classes of 2017 and 2018 who are currently in the Early College Program will continue with the previously established learning community model and earn up to 24 college credits.



# Haverhill High School

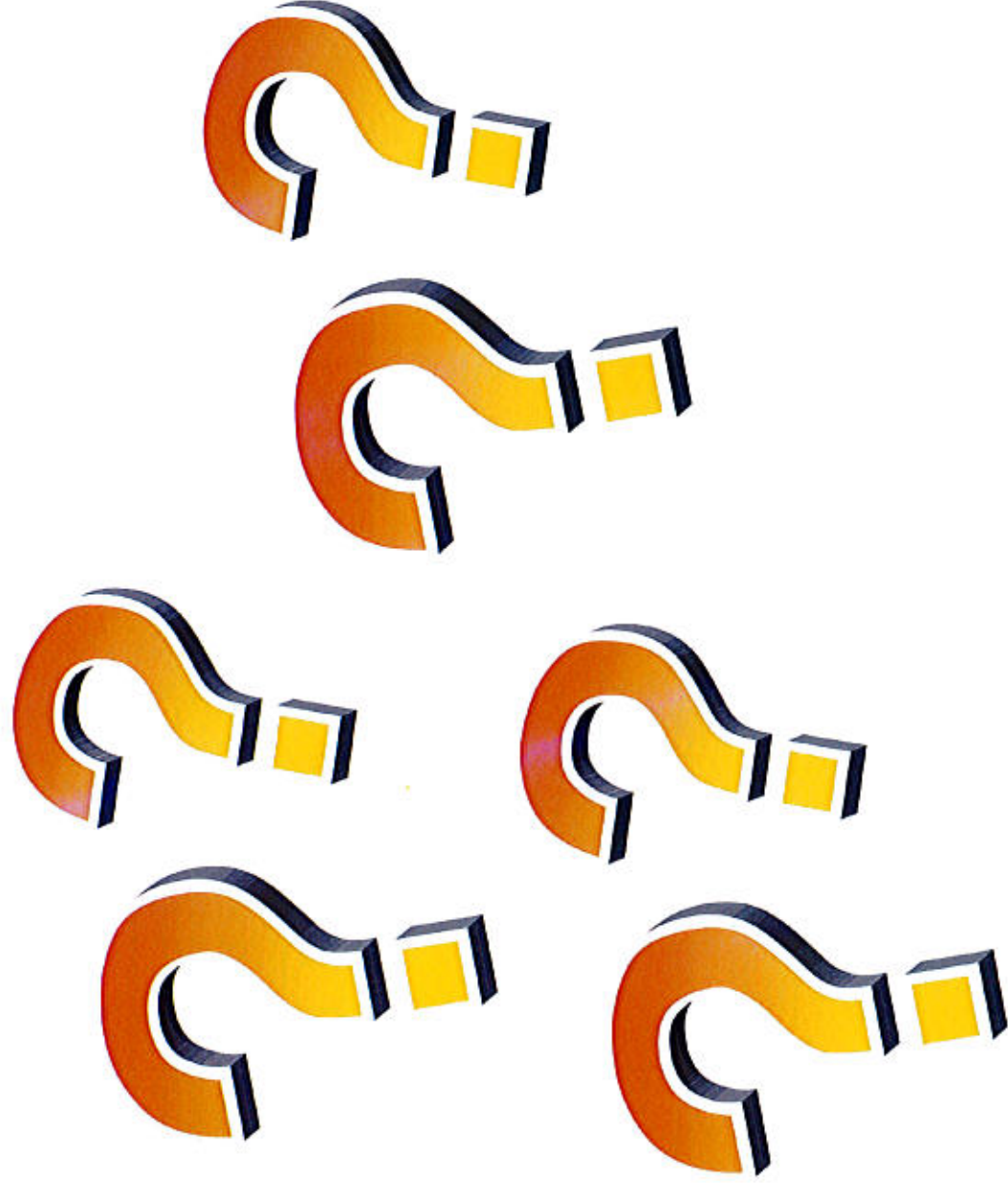


- 2015-2016 Eliminated the two year Algebra I Program
  - ❖ Algebra IA - Freshman and Algebra IB - Sophomore
- 2015-2016 Began double dose mathematics program
- 2015-2016 Current Geometry Program has three levels:
  - Honors, CPA & CPB
- 2016-2017 Geometry will be Geometry Honors and CP
- 2016-2017 Grade 9 Mathematics Support
  - ❖ This is an elective course for 9th grade Algebra I CP students who require additional mathematics support.
- 2016-2017 Grade 10 Mathematics Support
  - ❖ This is an elective course for 10th grade Geometry CP students who require additional mathematics support

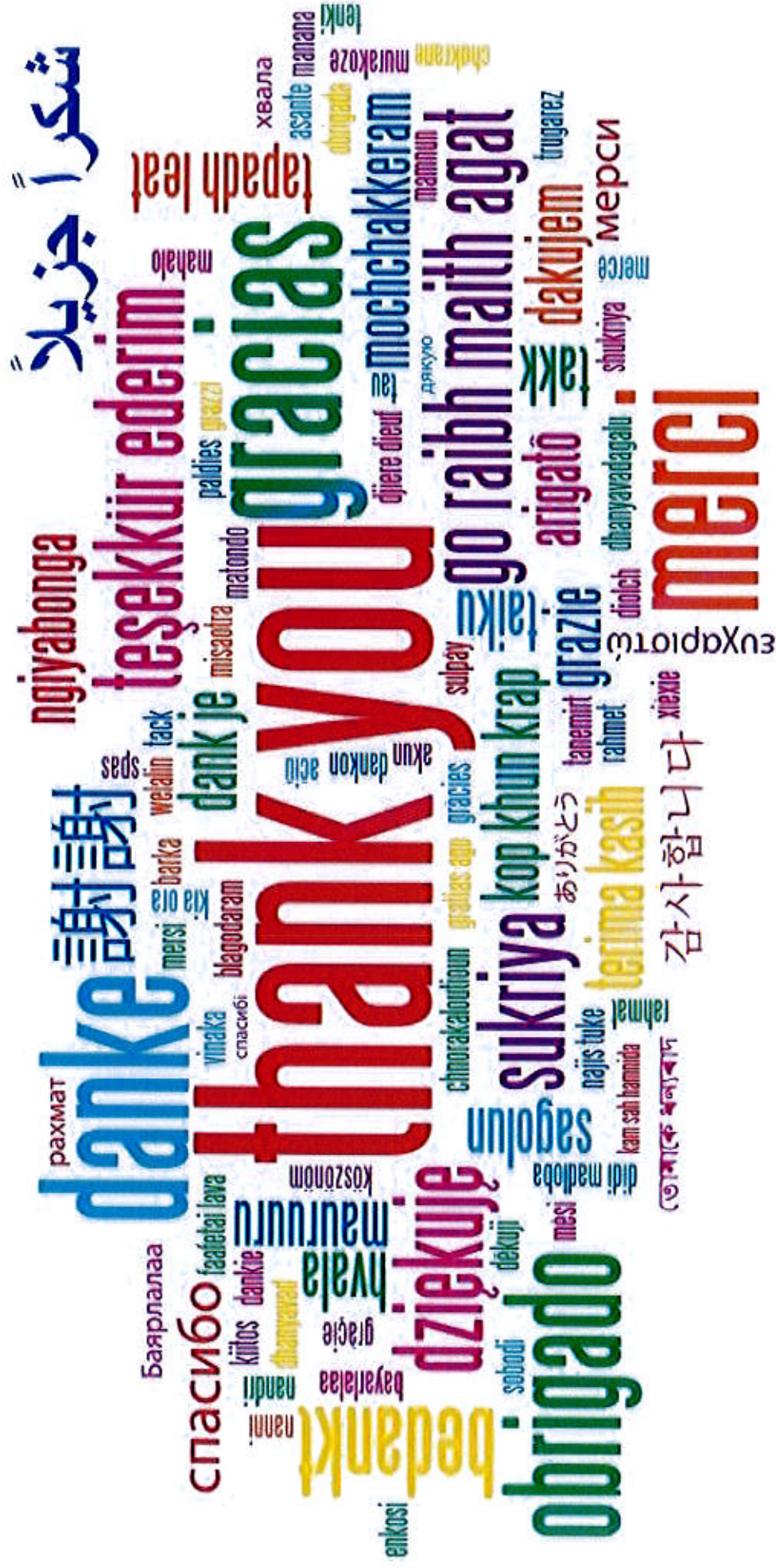




# Haverhill High School



# Haverhill High School







## Haverhill School Committee Whittier Tech Update

Whittier District is comprised of 11 Cities and Towns:

- Amesbury
- Georgetown
- Groveland
- Haverhill
- Ipswich
- Merrimac
- Newbury
- Newburyport
- Rowley
- Salisbury
- West Newbury



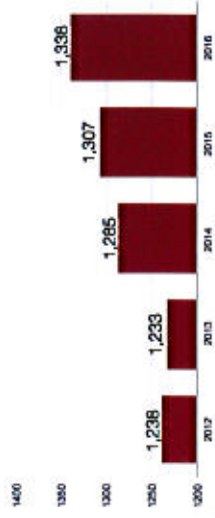
Whittier offers 20 Vocational Programs

- |                                    |  |
|------------------------------------|--|
| • Auto Body/Collision Repair       | • Engineering Technology                                 |
| • Automotive Technology            | • Graphic Communications                                 |
| • Carpentry                        | • Health Occupations                                     |
| • Computer and Office Technology   | • Heating/Ventilation/Air Conditioning and Refrigeration |
| • Cosmetology                      | • Hospitality  |
| • Culinary Arts                    | • Machine Technology                                     |
| • Design and Visual Communications | • Manufacturing Education/Business Management            |
| • Early Education and Care         | • Masonry  |
| • Electrical                       | • Metal Fabrication                                      |
| • Electronics/Robotics             | • Plumbing and Heating                                   |

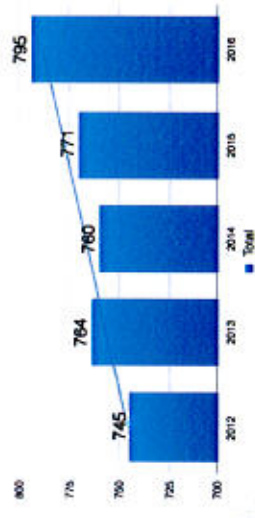


New 2019/20

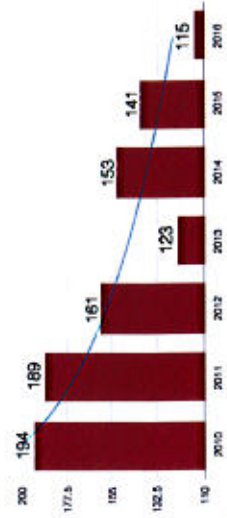
## Whittier Regional +8.1%



## Haverhill Enrollment at Whittier

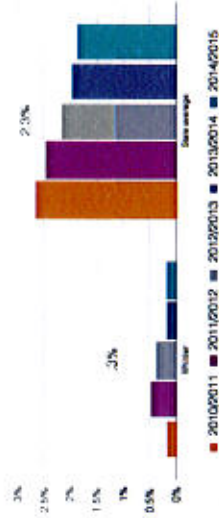


## Whittier School Choice Enrollments



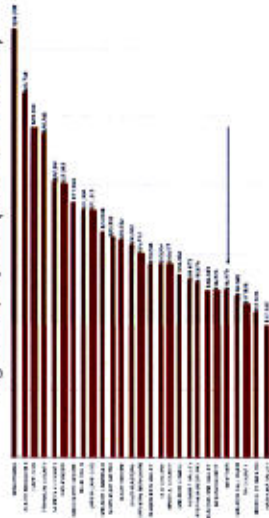


## High School Dropout Rates



## Expenditure Per All Students

Avg. Cost \$20,443 - (FY15 Source DESE)



## Haverhill Community Projects



- Carpentry repairs on sandboxes at Moody and Bennett Schools
- Adaptive Step Stools for Moody School
- Holiday Bell for downtown
- Replace truck doors for Water Dept.





# ***Haverhill Public Schools***



***School Committee Agenda  
April 14, 2016***



4/16/400, 4, 2357.66/2.33, 000.07, 10  
FY 16 2A  
Conf + Travel

# Haverhill Public Schools

## Professional Educational Conference/Workshop/Form

SC 04.14.16

Please complete this form and submit to the Supervisor/Director and your Building Principal along with your completed registration form and estimated travel documents. When you have received the required signatures, please forward to the Assistant Superintendent of Schools for review and the final approval. Please note the Assistant Superintendent must receive all forms a minimum of 14 days prior to the event. In addition, any expenses exceeding \$250.00 must have the approval of the Haverhill School Committee. Please allow up to 30 days for processing.

Please Print:

Today's Date: March 22nd, 2016  
Staff Member Name: Rebecca Killingworth School: Nettle Middle School  
Program Date(s): 6/27- 7/1 Title of Program: TC June Reading Institute  
Organization Facilitating Training: Teachers College Program Location: Teachers College, NYC, NY  
Facility, City and State

How will your attendance at this workshop help to improve student achievement?

It will help me create reading units and centers for the MS. classroom.

Describe how this activity will help you meet your professional development goals.

I hope to improve my classroom practice and work towards being a coach in the district.

How will you share this information with your peers and supervisor/principal?

I will return and share ideas with my ELA PLC and help others develop reading circle activities and units.

Please complete each line below:

Expense	Funding Source #	Account Description
Substitute Coverage	<u>4/16/400, 4, 2357.66/2.33, 000.07, 10</u>	<u>TIME II A</u>
Registration Fee: \$825	<u>Requested</u> <u>Back-up</u> <u>3/23/16</u>	
Travel: \$320		
Lodging: \$780		
Meals: \$500		
Other: \$		
Total: \$2425		

Important Note: Payment will be made upon receipt of the expense voucher. Receipts for the registration fee, travel, lodging, meals, other, and a proof of mileage must accompany the expense voucher.

I hereby acknowledge that to the best of my knowledge, all of the information provided above is true. I also acknowledge that I must submit within five (5) days of the event a reasonably detailed written report to the Assistant Superintendent of Schools.

Staff Member: [Signature] Date: 3/22/16

Signature	Date	
Supervisor/Director		<input type="checkbox"/> Approved <input type="checkbox"/> Declined
Principal		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Assistant Superintendent	<u>3/24/16</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined

# June Reading Institute 2016 Acceptance

[contact@readingandwritingproject.org](mailto:contact@readingandwritingproject.org)

Mon 3/21/2016 7:26 PM

To: Killingworth, Rebecca <[rebecca.killingworth@haverhill-ps.org](mailto:rebecca.killingworth@haverhill-ps.org)>;

Dear Rebecca,

We are delighted to let you know that you have been accepted to our June Reading Institute 2016 (27 June 2016 – 1 July 2016). We have led this institute for several decades now, and over all these years, we've worked strenuously to go from good to great. Part of what makes the summer institutes so exciting is that they bring people together from all over the world—and we're excited to think that you will be among them.

We need to caution you, however, that this is a **conditional acceptance** contingent on us receiving payment—or news about payment—within 14 days. We're sorry to be stringent about the need to receive payment confirmation, but every 'yes' to one person is a 'no' to many others. In past years, we've admitted people who, as it turned out, had applied on just the hope that they might later secure funding. Sometimes it wasn't until just before the institute that they learned they couldn't come after all, and meanwhile, we'd turned away many others. Hence the 14 day policy.

To pay for the institute, upon which your acceptance will be finalized, please log in to your account here: [www.readingandwritingproject.org](http://www.readingandwritingproject.org). Then, click the link that reads "Make Payment."

We do understand that there are extenuating circumstances that can sometimes require more than 14 days before you can submit payment. We have sometimes extended that deadline, but only in instances when the person has written to us to explain the problem and assured us that he or she is able to fund the spot. If you need that extension, please write to us at [registration@readingandwritingproject.com](mailto:registration@readingandwritingproject.com).

A word about withdrawals. Sometimes life intervenes and a person who has been accepted to the institute cannot, in the end, attend. We always have a waitlist, so please let us know as early as possible if you are withdrawing. Once you have paid, this is a commitment that you plan to attend. If you must withdraw after paying, I'm afraid that we charge a \$75 withdrawal fee. More importantly, if you must withdraw after May 6th for this institute, we need to charge you for the entire cost of the institute.

Finally, sometimes a school tries to switch one person for another. That doesn't actually work, as identification will be required upon entering the institute and people need to register as themselves. If your school absolutely needs to request a change, as long as it's before May 6th, there is a complex way to do so and changes may (or may not) be able to be made. Please send an email to [registration@readingandwritingproject.com](mailto:registration@readingandwritingproject.com).

If you have any questions pertaining to this acceptance, please call or email us. In the meantime, let me invite you to visit our Twitter ([www.twitter.com/TCRWP](http://www.twitter.com/TCRWP)) and Facebook ([www.facebook.com/readingandwritingproject](http://www.facebook.com/readingandwritingproject)) to keep in touch with other participants in your institute and to hear about events.

Thank you and we look forward to working with you.

Sincerely,

Lucy Calkins

Director

525 W. 120th St.

N.Y., N.Y. 10027

212-678-3104

Teachers College Reading + Writing  
Project  
TCRWP

Rebecca Killingworth  
 PD Request for Reading Institute  
 Teachers College  
 Columbia University

**Estimated Costings:**

<b>Housing:</b>	<b>Option 1:</b> Housing through Columbia (application pending)	\$625
	<b>Option 2</b> (if housing through Columbia is full) <b>Aloft Hotel</b> 2296 Frederick Douglass Boulevard (at 123rd Street) New York, NY 10027 (212) 749-4000	(\$241 per night x 5 nights plus tax)  \$1,300
<b>Transportation</b>	<b>Option 1: Train</b> Parking at Newburyport Station = \$24 MBTA = \$20 Amtrak = \$274 Subway = \$11	\$329
	<b>Option 2: Car</b> Gas = \$50 Parking = \$45 per day x 6 days	\$320
<b>Food</b>	Estimating \$100 per day for five days	\$500
<b>Course</b>	Reading Institute Fees, including materials	\$825

I have estimated the costs on my form based on not getting Columbia Housing, as it is an application process and first come, first served.. I will know in April if I have been successful in the application.



## Fw: TC Summer Conference Housing Reservation

Killingworth, Rebecca

Mon 4/4/2016 8:20 AM

To: Queenan, Cheryl <cqueenan@haverhill-ps.org>;

Good morning, Cheryl,

I have forwarded the email regarding adding Sunday night for housing through the University. If I add Sunday, I would have to pay for Friday through Sunday. At that rate, it would make more sense for me to get a **hotel room just for Sunday night (~\$280 for Sunday night versus \$375 for the entire weekend)**. Does that sound reasonable?

Rebecca

---

**From:** amf2240@tc.columbia.edu <amf2240@tc.columbia.edu> on behalf of conferencehousing, TC <conferencehousing@tc.columbia.edu>

**Sent:** Friday, April 1, 2016 1:31 PM

**To:** Killingworth, Rebecca

**Subject:** Re: TC Summer Conference Housing Reservation

Rebecca,

Yes you can add Sunday night, however you would then need to pay for Friday and Saturday nights as well. Would you like me to adjust your reservation?

Summer Conference/Graduation Housing

Office of Residential Services

517 West, 121st Street

New York, NY, 10027

P: 212-678-3235

F: 212-678-3222

[conferencehousing@tc.columbia.edu](mailto:conferencehousing@tc.columbia.edu)

On Fri, Apr 1, 2016 at 8:34 AM, Killingworth, Rebecca <[rebecca.killingworth@haverhill-ps.org](mailto:rebecca.killingworth@haverhill-ps.org)> wrote:  
Good morning!

Thanks for the great news! Would it be possible to add Sunday night, as well? I forgot about the travel time from Boston to NYC.

Kindest regards,

Rebecca

**From:** TC Summer Conference Housing <[conferencehousing@tc.columbia.edu](mailto:conferencehousing@tc.columbia.edu)>

**Sent:** Thursday, March 31, 2016 9:52 PM

**To:** Killingworth, Rebecca

**Subject:** TC Summer Conference Housing Reservation

Dear Rebecca,

Thank you for applying for Teachers College Summer Conference Housing. We are pleased to notify you that we have made the following housing reservation for you:

**Location:** New Residence Hall (517 W 121st St)

**# of Rooms:** 1

**Room Type:** Room Without Kitchen

**Dates Charged:** 6/27/2016 - 7/1/2016 (we require any weekend reservations to book all 3 nights)

**Actual Dates:** 6/27/2016 - 7/1/2016

**Rate:** \$125 per night

Specific room numbers will be confirmed the week before your arrival. We do our best to keep multiple rooms in one request on the same floor(s), but please know that entire floors may not have open rooms for the summer. If you requested a room with a kitchen but did not receive one, it is because we did not have any available at the time your application was processed.

Details on accommodations can be found on [our Website](#).

#### Payment

**Total Charge:** \$500.00

**50% Due May 1:** \$250.00 (non-refundable)

**Remaining 50% Due 6/13/2016** (2 weeks prior to arrival)

#### Next Steps

1. To secure housing you will need to pay 50% of your total amount due by May 1. To make your payment please visit our online payment Website: <https://commerce.cashnet.com/RES?itemcode=RES-BAL>
2. Two weeks prior to arrival your total amount due must be paid in full

#### Cancellation Policy

- The 50% deposit is non-refundable once it has been paid
- If you decide to cancel 14 or more days prior to arrival, we will refund the remaining 50% of your amount due.

We will send check-in and building information closer to your arrival. If you have any questions feel free to let us know.

Thank you, and we look forward to your stay with us this summer.

Summer Conference/Graduation Housing

Office of Residential Services

517 West, 121st Street

New York, NY, 10027

P: [212-678-3235](tel:212-678-3235)

F: [212-678-3222](tel:212-678-3222)

[conferencehousing@tc.columbia.edu](mailto:conferencehousing@tc.columbia.edu)



BC  
4/7/16



SC 04.14.16

JD.

# Haverhill Public Schools

## Professional Educational Conference/Workshop/Form

Please complete this form and submit to the Supervisor/Director and your Building Principal along with your completed registration form and estimated travel documents. When you have received the required signatures, please forward to the Assistant Superintendent of Schools for review and the final approval. **Please note the Assistant Superintendent must receive all forms a minimum of 14 days prior to the event.** In addition, any expenses exceeding \$250.00 must have the approval of the Haverhill School Committee. **Please allow up to 30 days for processing.**

Please Print:

Today's Date: 4-6-16

Staff Member Name: Toni Ciaccia School: Nettle

Program Date(s): 8/8-8/12/16 Title of Program: Reading Institute

Organization Facilitating Training: Reading + Writing Project Program Location: Columbia U, NYC  
Facility, City and State

How will your attendance at this workshop help to improve student achievement?

Program is directly related to writing Program +  
CCSS for Reading Instruction.

Describe how this activity will help you meet your professional development goals.

Program will address Professional Learning goals  
and impact curriculum design & needs

How will you share this information with your peers and supervisor/principal?

I will share information during PLC Meetings,  
team meetings, & other technology.

Please complete each line below:

	Expense	Funding Source #	Account Description
Substitute Coverage	\$ <u>N/A</u>	<u>416/400, 4, 2357, 6612, 33, 000, 07, 10</u>	<u>TITLE II A</u>
Registration Fee:	\$ <u>825</u>		
Travel:	\$ <u>330</u>		
Lodging:	\$ <u>625/1300</u>		
Meals:	\$ <u>500</u>		
Other:	\$		
Total:	\$ <u>2280/2955</u>		

Important Note: Payment will be made upon receipt of the expense voucher. Receipts for the registration fee, travel, lodging, meals, other, and a proof of mileage must accompany the expense voucher.

I hereby acknowledge that to the best of my knowledge, all of the information provided above is true. I also acknowledge that I must submit within five (5) days of the event a reasonably detailed written report to the Assistant Superintendent of Schools.

Staff Member: Tom K. C. Date: 4-6-16

	Signature	Date	
Supervisor/Director	<u>[Signature]</u>	<u>4/6/16</u>	<input type="checkbox"/> Approved <input type="checkbox"/> Declined
Principal	<u>[Signature]</u>	<u>4/8/16</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Assistant Superintendent	<u>[Signature]</u>	<u>4/8/16</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined



Toni Ciaccia  
 PD Request for Reading Institute  
 Teachers College  
 Columbia University

**Estimated Costings:**

<b>Housing:</b>	<b>Option 1:</b> Housing through Columbia (application pending)	\$625
	<b>Option 2</b> (if housing through Columbia is full) <b>Aloft Hotel</b> 2296 Frederick Douglass Boulevard (at 123rd Street) New York, NY 10027 (212) 749-4000	(\$241 per night x 5 nights plus tax)  \$1,300
<b>Transportation</b>	<b>Option 1: Train</b> Parking at Newburyport Station = \$24 MBTA = \$20 Amtrak = \$274 Subway = \$11	\$329
	<b>Option 2: Car</b> Gas = \$50 Parking = \$45 per day x 6 days	\$320
<b>Food</b>	Estimating \$100 per day for five days	\$500
<b>Course</b>	Reading Institute Fees, including materials	\$825



Toni Kelly Ciaccia &lt;tonikelly@gmail.com&gt;

**August Reading Institute 2016 Acceptance**

5 messages

**contact@readingandwritingproject.org** <contact@readingandwritingproject.org>  
To: tonikelly@gmail.com

Fri, Apr 1, 2016 at 11:36 AM

Dear Toni,

We are delighted to let you know that you have been accepted to our August Reading Institute 2016 (8 August 2016 – 12 August 2016). We have led this institute for several decades now, and over all these years, we've worked strenuously to go from good to great. Part of what makes the summer institutes so exciting is that they bring people together from all over the world—and we're excited to think that you will be among them.

We need to caution you, however, that this is a **conditional acceptance** contingent on us receiving payment—or news about payment—within 14 days. We're sorry to be stringent about the need to receive payment confirmation, but every 'yes' to one person is a 'no' to many others. In past years, we've admitted people who, as it turned out, had applied on just the hope that they might later secure funding. Sometimes it wasn't until just before the institute that they learned they couldn't come after all, and meanwhile, we'd turned away many others. Hence the 14 day policy.

To pay for the institute, upon which your acceptance will be finalized, please log in to your account here: [www.readingandwritingproject.org](http://www.readingandwritingproject.org). Then, click the link that reads "Make Payment."

We do understand that there are extenuating circumstances that can sometimes require more than 14 days before you can submit payment. We have sometimes extended that deadline, but only in instances when the person has written to us to explain the problem and assured us that he or she is able to fund the spot. If you need that extension, please write to us at [registration@readingandwritingproject.com](mailto:registration@readingandwritingproject.com).

A word about withdrawals. Sometimes life intervenes and a person who has been accepted to the institute cannot, in the end, attend. We always have a waitlist, so please let us know as early as possible if you are withdrawing. Once you have paid, this is a commitment that you plan to attend. If you must withdraw after paying, I'm afraid that we charge a \$75 withdrawal fee. More importantly, if you must withdraw after May 27th for this institute, we need to charge you for the entire cost of the institute.

Finally, sometimes a school tries to switch one person for another. That doesn't actually work, as identification will be required upon entering the institute and people need to register as themselves. If your school absolutely needs to request a change, as long as it's before May 27th, there is a complex way to do so and changes may (or may not) be able to be made. Please send an email to [registration@readingandwritingproject.com](mailto:registration@readingandwritingproject.com).

If you have any questions pertaining to this acceptance, please call or email us. In the meantime, let me invite you to visit our Twitter ([www.twitter.com/TCRWP](http://www.twitter.com/TCRWP)) and Facebook ([www.facebook.com/readingandwritingproject](http://www.facebook.com/readingandwritingproject)) to keep in touch with other participants in your institute and to hear about events.

Thank you and we look forward to working with you.

Sincerely,

Lucy Calkins

Director

**tonikelly@gmail.com** <tonikelly@gmail.com>

Fri, Apr 1, 2016 at 11:56 AM

To: Timothy Corkery <[tcorkery@haverhill-ps.org](mailto:tcorkery@haverhill-ps.org)>, Tiffany Luther <[tluther@haverhill-ps.org](mailto:tluther@haverhill-ps.org)>



## Haverhill Public Schools

SC 04.14.16

## REQUEST FOR FIELD TRIP APPROVAL

30

Please complete this form and submit to the Curriculum Supervisor or Department Director and your Building Principal for approval. When you have received the required signatures, please forward to the Assistant Superintendent of Schools for review and the final approval. Please note the Assistant Superintendent must receive all forms a minimum of 14 days prior to the field trip. In addition, if the field trip involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water, the approval of the Haverhill School Committee will be required. Please allow up to 30 days for processing.

Please Print:

Today's Date: 3/14/16

Staff Member Name: Jeffrey Blaustein

School: J.G. Whittier Middle School

Grade: 8 Course or Class of Students Attending: 71 Eighth Grade Students

Date of Field Trip: From 5/24 To 5/28

Time: From To

Number of Students: 71 Number of School Staff: 2 Number of Parent/Guardian Chaperones: 5

All chaperones must have an approved CORI on file with the HPS.

Is a School Nurse Required on this Field Trip? NO

Method of Travel (Please circle): WALKING BUS TRAIN AIRPLANE PRIVATE VEHICLE OTHER:

Destination

Address

Telephone Number of Site Location

1. Washington DC

1. Hotel

1.

2. Pentagon

2.

2.

3. Champs Pentagon Row

3. 1201 S. Joyce St. Arlington VA 22202

3. (703) 414-3601

Direct curriculum relevance of Field Trip:

1. Unit/Topic: Mass History Frameworks US II-21

2. Standard(s): The Formation and Frameworks of American

3. Additional Information: democracy - Students will see how gov't works

Describe in-class preparation before the field trip: A year long course in Am history

Describe follow-up work in class and/or homework: none

\* If you would like to share additional information, please attach supporting documents and/or comments to this request form.

Cost assessed for individual student who is deemed able to pay:

\$ 669.00

Source of additional funds to support the field trip:

\$ From:

Estimated number of students to be denied attendance for behavior reasons or other reasons within the student's ability to control:

# 41

	Signature	Date	
Supervisor/Director		3/22/16	(X) Approved ( ) Declined
Principal		3/22/16	(X) Approved ( ) Declined
Assistant Superintendent		3/24/16	(X) Approved ( ) Declined



<b>Confirmation Date:</b>	March 22, 2016
<b>Program Leader:</b>	<b>Group</b> Jeff Blaustein
<b>PL ID#:</b>	101491483
<b>School:</b>	John Whittier Middle School Haverhill, MA 01830 United States
<b>Trip#:</b>	<b>Program</b> 127601
<b>Program:</b>	3 Sightseeing Days and 3 Hotel Nights
<b>Destination(s):</b>	Richmond, Washington D.C.
<b>Departing:</b>	Tuesday, May 24, 2016 AM
<b>Returning:</b>	Saturday, May 28, 2016 AM
<b>Transportation:</b>	Motorcoach
<b>Deposit Amount:</b>	<b>Terms</b> \$99 (\$99 of which is non-refundable)
<b>Price:</b>	\$669 per student quad occupancy, based on 45 full-paying participants. (Price includes the \$99 deposit noted above)
	<b>Additional Charges for Adults:</b> Adults (including Program Leaders, chaperones, and discount participants) are automatically registered two to a room unless stated otherwise on the registration letter. WorldStrides charges an adult room supplement if adults cannot be accommodated in a double room because of group configuration, lack of additional adults to room with, and/or hotel availability. Please make sure your full-paying adults are aware of the prices below.
<b>Full Paying Adults:</b>	\$ 669 Quad Room \$ 736 Triple Room \$ 769 Double Room \$ 870 Single Room
<b>Includes:</b>	Educational activities, round-trip transportation, accommodations, deluxe motor coach, and 3 breakfasts, 3 lunches, and 3 dinners.
	The above inclusions are subject to changes WorldStrides deems advisable for the well-being of the group or changes in circumstances.
<b>Full Refund Program*:</b>	\$99; offered to all registrants; provides a refund of all monies paid if it becomes necessary to cancel at any time prior to departure for any reason, subject to certain exclusions. *Please note: The non-refundable deposit, handling charges, merchandise fees, fees for returned checks, fees for declined credit cards or electronic drafts, or late payments and registration fees are not refundable.
<b>Standard Cancellation Policy:</b>	For individuals/groups not enrolled in the Full Refund Program, WorldStrides will retain a percentage of the base tour price. The amount retained is based on the post-mark date of the cancellation letter and the number of days to trip departure: Over 74 days 25% (\$120 min. charge if base trip price is greater than or equal to \$400) 45-74 days 60% 44 or less 100%
<b>Late Registrations:</b>	Greater of 10% of base tour price or \$30 for registrations received after March 9, 2016.
<b>Late Payment:</b>	\$60 late payment fee if not paid in full by the final payment deadline.
<b>Returned Check Fee:</b>	\$35 fee for each returned check, declined credit card, or e-check.
<b>Handling Fee:</b>	\$6 for each installment.
<b>Late Installment Payment Fee:</b>	There will be a \$15 late payment fee for any late installment payment.
<b>Changes in Travel Dates:</b>	All monies minus fees will be refunded if WorldStrides changes scheduled program by 3 days or more.
<b>Free Chaperone:</b>	One for each 10 full-paying participants.
<b>Registration Due:</b>	<b>Schedule</b> November 4, 2015
<b>Payments:</b>	Monthly installments based on registration date or pay-in-full option. Registrants can sign up for EZPay to have regular payments automatically deducted from their checking account established through a US banking institution. There are no handling fees charged for trip installments when paying through the EZPay option. For single payments or final installments, we offer payment via Electronic Check (e-check) after registering.
<b>Final Payment Deadline:</b>	March 9, 2016
<b>Account Manager:</b>	<b>Staff</b> Julie Avery
<b>Financial Services Representative:</b>	Alli Hughes
<b>Account Support Representative:</b>	Tia Washington

## School Information

(DRAFT)

John Whitier Middle School 32134-1-L JAY

127601 HVP

Jeff Blaustein (703+1A+7TC=78)

## Night/Evening Information

(DRAFT)

## Course Leaders

WSG Angel Angley 05/25/26

WSG Patti Foley 05/25/26

Total Count: 70S + 1A + 7TC = 78

PRT: 03/14/16

## (DRAFT) Tuesday, May 24, 2016

In keeping with WorldStrides' commitment to safety and security for our participants, all itineraries are written to be Department of Transportation compliant and give drivers at least 9 hours off each night and a maximum of 14.5 hours on duty for drivers during any 24 hour period.

- 9:30A Coach REPORTS to John Whitier Middle School Group meet at school.  
Bags on bus
- 10:00A Coach DEPART for Washington D.C.
- OPEN- Lunch On Own
- 5:30P \*\*\*\*\*Champps Pentagon Row (Pre-order required) (Pending) - 1201 S Joyce Street, Arlington, VA 22202(703) 414-3601
- 7:00P Coach DROP group at hotel for check-in

## (DRAFT) Wednesday, May 25, 2016

- 7:00A Hotel Breakfast
- 7:45A Coach DEPART
- 8:30A MEET Course Leader at Old Post Office (Pennsylvania Avenue Side)  
View Washington Monument (picture stop)  
World War II Memorial
- 10:00A The Newsum - 6th Street and Pennsylvania Avenue - #1-888-639-7386 - (78 ppl)  
Conf#-165119  
Group to eat boxed lunch before entering the Holocaust Museum together.  
\*\*\*\*\*OPEN- Holocaust Museum Cafe Bagged Lunch (To be Picked up at the Cafe) (Pending) - 100 Raoul Wallenberg Place SW, Washington, DC 20024(703) 849-9371
- 12:15P Holocaust Museum (Individual Tickets purchased by Account Management)  
100 Raoul Wallenberg Place, SW - Washington, DC #202-488-0400 (Must present tickets for admission). Enter at 14th Street entrance. Confirmation #84107298 - 30 tickets
- 1:00P Holocaust Museum (Individual Tickets purchased by Account Management)  
100 Raoul Wallenberg Place, SW - Washington, DC #202-488-0400 (Must present tickets for admission). Enter at 14th Street entrance. Confirmation #84106143 - 55 tickets
- 5:30P Smithsonian Complex: 1-2 museums of choice, at time allows  
Corner Bakery 18th & Penn - 1801 Pennsylvania Avenue, Washington, DC 20005(202) 587-0420  
Martin Luther King, Jr Memorial - Franklin D. Roosevelt Memorial - Jefferson Memorial
- 9:00P Course Leader DISMISSED at Metron
- 9:45P Coach DROP at hotel

## (DRAFT) Thursday, May 26, 2016

- 7:00A Hotel Breakfast
- 7:45A Coach DEPART
- 8:30A MEET Course Leader at Arlington National Cemetery Visitor Center  
Arlington National Cemetery - Tomb of the Unknown Soldier - Changing of the Guard - Kennedy Gravesites  
Two Jim's Marine Memorial  
September 11th Pentagon Memorial - "Time Permitting"  
\*\*\*\*\*OPEN- Shops at National Place (Pending) - (TICKETS) - 13th and F Street (Entrance 25 yds. from 13th towards 14th), Washington, DC 22309(202) 737-0009

Self Guided Educational Tour

(DRAFT 1)

John Whittier Middle School 32134-1-L 1AV

127601 HVP

Jeff Blaustein (708+1A+7TC=78)

Self Guided Educational Tour

(DRAFT 1)

Course Leaders

WSG Angel Angley 05/25/26

WSG Patti Foley 05/25/26

Total Count: 708 + 1A + 7TC = 78

PRT: 03/14/16

White House (Forum stop)

National Archives - "Time Permitting"

Lincoln Memorial - Korean Memorial - Vietnam Memorial

Course Leader DISMISSED at Metrolink

\*\*\*\*Korn Restaurant (Pending) - 2250 Crystal Drive, Suite B, Arlington, VA  
22202(571) 431-7090

Alexandria Colonial Ghost Tour - Alexandria, VA - (703) 399-4064 - Meet Guide at  
King and Fairfax St. at Market Square - (78 ppl)

Coach DROP at hotel

(DRAFT 1) Friday, May 27, 2016

6:15A



Hotel Breakfast

Bags on Bus

7:00A



Coach DEPART

7:30A



MEET Course Leader at Huntington Avenue Metrolink, 2701 Huntington Avenue,  
Alexandria VA (Huntington Avenue side - Exit 176A on I-95-Telegraph Road,  
FOLLOW the signs for Huntington Avenue)

Mt. Vernon - Home of George Washington - Education Center with Home and  
Grounds Tour - (78 ppl)

10:00A



Coach DEPART for King's Dominion

11:30A



Coach LEAVE group at King's Dominion. Coach dismissed until 6 pm.

\*\*\*\* Kings Dominion - Pick up tickets at window (Pending) - (78 ppl)



OPEN- \$8.00 - at King's Dominion (ALLOT)

6:00P



Coach PICK UP group at King's Dominion - Coach DEPART for John Whittier  
Middle School - Stops per program leader and coach driver.



OPEN- Dinner On Own

(DRAFT 1) Saturday, May 28, 2016

8:00A



Approximate arrival time at John Whittier Middle School



**Haverhill Public Schools**  
**REQUEST FOR FIELD TRIP APPROVAL**

SC 04.14.16

Please complete this form and submit to the Curriculum Supervisor or Department Director *and* your Building Principal for approval. When you have received the required signatures, please forward to the Assistant Superintendent of Schools for review and the final approval. **Please note the Assistant Superintendent must receive all forms a minimum of 14 days prior to the field trip.** In addition, if the field trip involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water, the approval of the Haverhill School Committee will be required. **Please allow up to 30 days for processing.**

*Please Print:*

Today's Date: 3.15.16

Staff Member Name: Melissa Tardy School: HHS

Grade: \_\_\_\_\_ Course or Class of Students Attending: HHS Varsity Girls Basketball Team

Date of Field Trip: From 12.26.16 To 01.01.17 Time: From TBD To TBD *(on flight times)*

Number of Students: 10-12 Number of School Staff: 3 *girls basketball coaches* Number of Parent/Guardian Chaperones: TBD (prob 2-4)

Is a School Nurse Required on this Field Trip? NO

All chaperones must have an approved CORI on file with the HPS.

Method of Travel (Please circle): WALKING BUS TRAIN AIRPLANE PRIVATE VEHICLE OTHER: \_\_\_\_\_

Destination	Address	Telephone Number of Site Location
1. <u>ESPN Sports Complex Orlando, FL</u>	1. <u>700 S Victory Way</u>	1. <u>Orlando FL</u>
2. <u>Coronado Resort Hotel</u>	2. <u>Buena Vista Dr</u>	2. <u>Disney Resort, Orlando FL</u>
3. _____	3. _____	3. _____

**Direct curriculum relevance of Field Trip:**

1. Unit/Topic: KSA Holiday Basketball Tournament - (fits towards season schedule)

2. Standard(s): Will be occurring during Christmas Vacation break

3. Additional Information: Will be playing teams across the country

Describe in-class preparation before the field trip: Various Fundraisers team/individual to cover costs

Describe follow-up work in class and/or homework: \_\_\_\_\_

\* If you would like to share additional information, please attach supporting documents and/or comments to this request form.

Cost assessed for individual student who is deemed able to pay: \$ approx \$2000 via fundraising, if not, wrap/packet

Source of additional funds to support the field trip: \$ \_\_\_\_\_ From: \_\_\_\_\_

Estimated number of students to be denied attendance for behavior reasons or other reasons within the student's ability to control: # 0

	Signature	Date	
Supervisor/Director	<u>[Signature]</u>	<u>3/15/16</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Principal	<u>[Signature]</u>	<u>3/15/16</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Assistant Superintendent	<u>[Signature]</u>	<u>4/6/16</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined

## FIELD TRIP POLICY

### Definitions.

- A. During the school day: Trips that take place on a school day and last no longer than one day.
- B. Extra-curricular: All trips except school day trips. For example, trips during vacations or the summer, or multiple days.

**Purpose and Planning.** Field trips should be directly related to the curriculum and appropriate to grade level. As such, they can serve as a valuable means to learn through experience and to increase motivation for learning.

Permission slips signed by a parent/guardian must be obtained ten days in advance and all health and/or safety considerations must be made known by sponsors to chaperones. Notices to the home about the trip should be included with the permission slips. Said notices shall include rules of behavior, information about the place to be visited, and the purpose as well as anticipated outcomes of the visit.

In planning the trip, time in travel should be kept to a minimum, particularly if similar activities can be found locally. If return time is late in the day or evening, a special notice shall be given to parents on the permission slip.

Field trips that occur over more than one school day, or are conducted during vacation and the summer, are considered to be extra-curricular in nature. Students who elect not to attend these trips will be provided learning opportunities that approximate those occurring on the trip.

**Paying for Field Trips.** No student should be denied the opportunity to attend field trips conducted during the school day because of the inability to pay.

**Medical and other considerations for School Day Trips.** If a student requires medications during the planned timeframe for a school day field trip, staff may be requested, but not required, to administer said medications. If the staff is unwilling to administer medication, then the school may ask for parent participation in the field day to assist with administering medications. If the parent does not attend the event and staff is unwilling or unable to administer medication, the school shall provide qualified medical assistance to accompany the student. The principal or superintendent may request a certification from a doctor to verify that a student is able to participate in a field trip. The school district is not able to provide medical support or personnel on extra-curricular trips.

**Student Discipline:** A student whose behavior does not meet reasonable standards during the school year and up to the date of the trip will not be permitted to participate. Student discipline as outlined in the school handbook or regulations will apply to students on official school field trips, regardless of the location of the trip.

If behavior difficulties are included in an IEP, then exclusion from field trips due to those behaviors must be discussed in an IEP or similar meeting. In the instance that a special needs student is considered for elimination from a field trip, the parent will be invited to participate in the meeting at which a final decision is made.

Parents are to be notified that the student is not able to attend a field trip. Provision must be made for in-school instruction to said students as well as to students who choose not to attend or who failed to return permission slips. The principal (or designee) shall be responsible for making appropriate arrangements. Students whose behavior improves prior to the date of the field trip may have the eligibility reinstated at the sole discretion of the principal. Grades and academic performance may not be used as criteria for exclusion from field trips. Students excluded from field trips shall be listed on the field trip request form.

**Supervision and Chaperones.** There shall be at least one chaperone for every ten (10) students to go on a field trip. Chaperones are to be at least twenty-one years of age and not accompanied by young family members requiring substantial supervision. The chaperone's full attention should be given to the students participating in the trip. There must be at least one professional staff member present for each classroom of students.

**Using Privately Owned Vehicles (POVs):** School district employees and parents may use their POV to transport students to a field trip provided that the principal approves, a copy of the insurance policy for the driver is provided to the principal who verifies the coverage meets minimum state standards, and the parents/guardians of the student agrees in writing to the transport arrangement.

**Approval of Field Trips.** Field trips shall be approved on the form provided by the Superintendent. A field trip will be required to have approval of the School Committee if it involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water.

**Provisions for approval.** Schools or activities must obtain quotes from at least 3 competing companies for field trip coordination and transportation. The least expensive quote that meets trip specifications should be selected, unless there are documented, cogent reasons why the low bidder should not be accepted. Contracts with travel companies must include an escape clause that provides a rebate for monies expended before the trip in the case of an official travel warning for a specific travel area or an orange alert declaration.



Melissa Terpy  
HAVERHILL HIGH SCHOOL  
137 MONUMENT ST  
HAVERHILL, MA 01832-2597

Coach,

On behalf of KSA Events, I would like to take this opportunity to cordially invite HAVERHILL HIGH SCHOOL to participate in KSA Events Holiday Basketball Tournament held at the ESPN Wide World of Sports Complex in December of 2016. We are very excited you are thinking about joining us this year as we expect it to be our biggest and best tournament yet! High School is so short and before you even realize it; it's over. For some of your players, this might be their last season of Basketball.

Our purpose at KSA Events is to promote education through athletics on three levels. First, the education of participation itself (teamwork, goal-setting, and sportsmanship); second, the experience of participating in a KSA sporting event (team travel, inter-state competition, and participation in world-class facilities); and third, the promotion of continuing education through the award of college scholarships (promoting off the field success in all realms of personal development).

Our Event Travel Packages include everything you need for an easy and successful trip:

- Competition at a World Class Facility
- ESPN Wide World of Sports complex admission
- Hotel Accommodations and Walt Disney World Theme Park Tickets
- Guaranteed minimum of 3 games (more or less available based on your schedule), TV Games Available as Well!
- Competing Teams From Across the Country & Canada
- Multiple Levels of Competition from Re-Building to Competitive
- Coaches Comps and Much More...

By taking your team on the road, you are allowing them to experience a truly unique opportunity. Exposing your team to a whole new world of responsibility and competition is sure to develop lifelong skills proving the educational benefits of sports.

KSA Events is here to make the experience happen for you. We take care of everything and are dedicated to making it stress free for you to travel! From fundraising plans to group airfare to fan packages to meal plans, KSA Events is your One Stop Shopping for everything! Each step of the way, we are there to assist you! I know this season is incredibly important for you! I truly believe that by attending our Event your players will return to finish their season with memories that will make this season unlike any other.

Keep in mind that these proposals are fully customizable and can be formatted to best fit your team's goals both on and off the court! The final price will be based on your customized package! Please look them over and give me a call so that we can talk about how to make this a possibility for your team! I really hope that we can make this happen and that we will see you and your team at the 2016 KSA Events Holiday Basketball Tournament!

**\*\*EARLY BOOKING SPECIAL\*\***

**Register and deposit by December 31<sup>st</sup>, 2015 and receive \$50 off package price!!**

We look forward to seeing you and your team at one of our Basketball Events this year!

Sincerely,  
Kelly Hayes  
Basketball Program Director  
Kelly@KSAEvents.net  
800.813.7193 (office)  
407.506.9399 (cell)





# 2016 KSA Events Holiday Basketball Tournament SAMPLE PROPOSAL

## **BIG VALUE PACKAGE**

Monday, December 26<sup>th</sup>, 2016 – ~~Saturday, December 31<sup>st</sup>, 2016~~  
Sunday, Dec Jan. 1<sup>st</sup>, 2017

### **KSA Events Basketball Inclusions (Included with \$500 Team Tournament Fee):**

- Official Commemorative KSA Keepsake per participant (1)
- Tournament Trophies (For Each Bracket Finalist & MVP Medal)
- Game Officials, Scorekeepers, Trainers, and Game Balls
- Admission to the KSA Events 2015 Holiday Basketball Tournament at *ESPN Wide World of Sports Complex*
  - *Tournament Entry Fee is an additional \$500 and will be added to your invoice*

### **Accommodations:**

- (5) Nights Accommodations at a Disney Value Resort or a Disney Moderate Resort

### **Transportation:**

- Airport Transfers to and from The Orlando International Airport (MCO)
- KSA Events Private Transportation to and from all Tournament Games
- KSA Events Private Transportation to and from KSA Events Exclusive Character Breakfast with Mickey and Minnie
- Disney Shuttle Service to and from Walt Disney World Theme Parks

### **Admissions:**

- Four Day Magic Your Way Park Hopper Ticket Including Admission to: Magic Kingdom, Epcot, Disney's Hollywood Studios, Disney's Animal Kingdom
- Admission to the KSA Events Exclusive Character Breakfast with Mickey and Minnie
- Awards Ceremony for each Bracket (Including Team Plaque and Team MVP Medals)

### **KSA Meal Plan:**

- Breakfast Certificates for use at the Resort (4)
- Dinner Meal Certificates for use at the Theme Parks (5)
- Buffet Breakfast at the KSA Events Exclusive Character Breakfast with Mickey and Minnie (1)
- Refillable Souvenir Mug for use at the Resort (1)

### **Other Special Inclusions:**

- One Complimentary Package for Every Twenty Full Paying Passengers
- KSA Events Representative to Assist Your Group
- All Taxes and Gratuities

**\*\*EARLY BOOKING SPECIAL\*\***

**Register and deposit by December 31<sup>st</sup>, 2015 and receive \$50 off package price!!**

#### **Value Resort Cost Per Person**

Quad Occupancy (4 per room): \$1199  
Triple Occupancy (3 per room): \$1299  
Double Occupancy (2 per room): \$1499  
Single Occupancy (1 per room): \$2119

#### **Moderate Resort Cost Per Person**

Quad Occupancy (4 per room): \$1349  
Triple Occupancy (3 per room): \$1489  
Double Occupancy (2 per room): \$1789  
Single Occupancy (1 per room): \$2679



# 2016 KSA Events Holiday Basketball Tournament

## SAMPLE PROPOSAL

### BIG VALUE PACKAGE

Monday, December 26<sup>th</sup>, 2016 – ~~Saturday, December 31<sup>st</sup>, 2016~~

~~Sunday, January 1, 2017~~

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#### **Monday, December 26<sup>th</sup>, 2016**

- Arrival in Sunny Warm Orlando
- Transfer to Resort for Registration and Orientation
- Dinner at the Resort with Meal Coupon
- Room Check and Lights Out

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#### **Tuesday, December 27<sup>th</sup>, 2016**

- Breakfast at the Resort with a Meal Voucher
- Transfer on KSA Events Private Transportation to Disney's ESPN Wide World of Sports Complex
- **Round 1 of the 2016 KSA Events Holiday Basketball Tournament**
- Visit Epcot, Magic Kingdom, Disney's Hollywood Studios, or Disney's Animal Kingdom
- Dinner in the Park with a Meal Voucher
- Room Check and Lights Out

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#### **Wednesday, December 28<sup>th</sup>, 2016**

- Transfer on KSA Events Private Transportation to ***KSA Events Exclusive Character Breakfast with Mickey and Minnie***
  - Enjoy a delicious breakfast buffet and don't forget to get your team photo with Mickey, Minnie, and all their friends!!!
- Free Day in the Parks! Visit Epcot, Magic Kingdom, Disney's Hollywood Studios, or Disney's Animal Kingdom
- Dinner in the Park with a Meal Voucher
- Room Check and Lights Out

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#### **Thursday, December 29<sup>th</sup>, 2016**

- Breakfast at the Resort with a Meal Voucher
- Transfer on KSA Events Private Transportation to Disney's ESPN Wide World of Sports Complex
- **Round 2 of the 2016 KSA Events Holiday Basketball Tournament**
- Visit Epcot, Magic Kingdom, Disney's Hollywood Studios, or Disney's Animal Kingdom
- Dinner in the Park with a Meal Voucher
- Room Check and Lights Out

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#### **Friday, December 30<sup>th</sup>, 2016**

- Breakfast at the Resort with a Meal Voucher
- Transfer on KSA Events Private Transportation to Disney's ESPN Wide World of Sports Complex
- **Round 3 of the 2016 KSA Events Holiday Basketball Tournament**
- Visit Epcot, Magic Kingdom, Disney's Hollywood Studios, or Disney's Animal Kingdom
- Dinner in the Park with a Meal Voucher
- Room Check and Lights Out

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#### **Saturday, December 31<sup>st</sup>, 2016**

- Check Out of Rooms and Store Your Luggage
- Breakfast at the Resort with a Meal Coupon
- Load the Buses and Depart for the Airport

**REQUEST FOR USE OF FACILITIES  
SCHOOL COMMITTEE MEETING  
4/14/2016**

***5 D***

- 1. Requested by Gwen Miner from HHS Girls Volleyball for the use of Pentucket Lake School on Sunday, May 15, 2016 from 12:30-5:30pm for Bingo.**

**Process Fee: \$10.00**

**Utility Fee: Waived**

**Custodial Fee: \$45.00/Hour weekend**

**Rental Fee: \$100.00 per event**

**Cafeteria Fee: \$50.00 per event**